



**REGULAR MEETING OF THE COMMON COUNCIL  
MIDDLETOWN CONNECTICUT  
SEPTEMBER 8, 2015**

**Regular Meeting**

The Regular Meeting of the Common Council was held in the Council Chamber of the Municipal Building on Tuesday, September 8, 2015 at 7 p.m.

**Present** Mayor Daniel T. Drew, Corporation Counsel Daniel B. Ryan, Councilman Thomas J. Serra, Councilwoman Mary A. Bartolotta, Councilwoman Hope P. Kasper, Councilman Robert P. Santangelo, Councilman Grady L. Faulkner, Jr., Councilman Carl R. Chisem, Councilman Gerald E. Daley, Councilman James Streeto, Councilman Sebastian N. Giuliano, Councilwoman Deborah A. Kleckowski, Councilwoman Sandra Russo Driska, and Councilman David Bauer; Acting Council Clerk Linda DeSena.

**Also Present**

Members of the Press and 25 members of the public.

**1. Mayor calls meeting to order at 7 P.M.**

A. (Pledge of Allegiance)

The Chair opens the meeting and asks all the students present to lead the public in the Pledge of Allegiance.

B. (Council Clerk Reads the Call of the Meeting and Mayor declares call a legal call and meeting a legal meeting.)

The Chair declares the call a legal call and the meeting a legal meeting.

**2. Accept/Amend the Agenda.**

**3. Presentations**

Mayor Presents a Proclamation on the Mayoral Youth Cabinet Day in the City of Middletown and presents it to the Youth members. The Mayoral Youth Cabinet was formed by the Youth Service Coordinator with representatives from all the high schools and have worked on a number of issues important to our youth. He lists the programs they have initiated. He is proud of them and the work they have done; he is proud of the Youth Coordinator and his staff.

The members of the cabinet address the City about their experience.

**4. Mayor requests motion to approve minutes of:  
(Approved – Special Meeting of August 3, 2015 at 6 p.m.)**

The minutes having been deposited with the Mayor and Corporation Counsel and copies of the same having been served on each and every Council member, the reading of the same having been dispensed with, the Chair requests a motion to approve the minutes. Councilman Thomas J. Serra reads and moves for approval the minutes of the regular meeting of August 3, 2015 at 7 p.m. and Special meeting of August 3, 2015 at 6 p.m. Councilwoman Hope Kasper seconds the motion.

Councilman Giuliano states unless the minutes are posted, I don't know what we are approving. They were not connected in Granicus. We need to put it off a month. The Chair will entertain a motion to postpone the minutes until the next meeting. Councilman Bauer moves to postpone the vote of the regular meeting minutes of August 3, 2015 to the next regular meeting; Councilwoman Kleckowski seconds the motion. The Vote is called and it is unanimous to approve postponing the minutes to the next regular meeting with twelve aye votes.

**Point of Order**

Councilman Streeto states we did not vote on the special minutes. The chair calls for the vote on the minutes of the special meeting only. It is unanimous to approve the special meeting minutes of August 3.

## 5. Public Hearing on Agenda Items Opens.

The Chair opens the public hearing at 7:14 p.m. He asks that they keep their comments to five minutes and state their name and address for the record.

Linda Bettencourt speaks as a citizen and taxpayer. I have sat through the August 24 and September 2 and have read the details on the Park Bond and asks the Council to support pulling the Bond off the agenda. She is glad the artificial turf is removed; with that it presented problems with the sport leagues and the Mayor put the plan forward with more fields. They wanted more communication as does the Board of Education. She discusses Bielefield and this is a lot of money and there have been changes and we have a more serious bond on the agenda. The sewer bond needs to pass. We are \$30 million into this and if it doesn't pass we don't move the sewer plant or develop along the river. Next bond package should have all the details. The Athletic Leagues have said yes to more fields; Mr. Russo did a great job for his department. Every one of you took a tough stand and show the public you are serious about not coming back for more money and containing costs. Put a park bond together that all sides can agree to.

Heather Idarosa spoke in support of the turf fields. The proposed park bond is no longer about synthetic versus grass fields; this is now about a study without a plan. The current recommendation is great to add fields, but there are a number of unknowns. We don't know where the fields are going. Will they be rectangular, diamond or mixture. We don't know how much it will cost to support the fields. There are too many unknowns. She asks that the bond be rescinded; everyone take a step back and revisit the proposal and have everyone involved.

John Hall states you know that complete streets is eager to see the bond go forward; we worked on a master plan and developed recommendations for the parks and riverfront and we haven't seen our program resolved to make the city bicycle and pedestrian friendly. He would like the referendum go forward at this time. In the US Highway Bill, it will have money to work on Bike trails and if we have a shovel ready project we could be in line to receive some of that money. They want to compete for those funds. The Bond language states that receiving these types of funds will not reduce the amount of the bond.

Laine Bank states she has been active in nonprofits in helping the city with various projects. She thanks the Mayor for the only meeting she attended because it was a democratic meeting to hear intelligent public debate for both sides. One of the things she learned at the meeting is that US today lists the games being played over the weekend and whether it is artificial turf or grass. She wants the City and Departments aware of the maintenance and how the budgets react to this. She raised funds for improvement and they had many meetings to see how the fields will be maintained and water; she asked the Council on the riverfront to consider looking at public and private funds to help with the bond issues. She is for this bond and is for grass fields and hopes the City addresses the issues underlying this bond.

Rosa Browne states the NAACP is supporting the use of grass fields and they are not in favor of rescinding the bond. They support the improvement and construction of the parks; they want the taxpayer to make the decision. They are in favor of the bond going forward. Floresa Allen NAACP, states there is a lot of concern and the community is what counts. Growing the Community is extremely important. She heard the concerns about the parks and what needs to happen. She viewed some of the parks to see what needs to be done and not all the community can travel to some of the other parks. We need to make sure the parks we do have and are asking that you move forward.

Rev Vance Cotton Sr. speaks in support of the bond moving forward. He is asking that the community decide on the November ballot. The Common Council is not in agreement at this time and since it is a major concern for all, the people should have the right to express themselves in November. We need to redo many sport fields and our Mayor feels strongly about the City saving money and building 4 to six additional fields. Because I trust our Mayor, I will follow his lead and I am asking the City to follow as well.

Marion Katz states she came across an article about Amy Griffith at the University of Washington; everything was going well until four players got sick. This woman is doing a study on her own. If the bill offers improvement of grass fields and any new fields are grass, they will be wonderful.

Karen Risaros doesn't know where she stands on turf versus grass. The bond has a lot of great projects planned and we should have the voters choose. She is excited about the dog park. We have a need for athletic fields; rather than delay these improvements, we should let the bond go forward. There are underutilized fields in Middletown so there are alternatives to consider. Let the bond go forward.

Kate (Inaudible) states we do not have a beautiful park system and we don't have connections. Now that I am a homeowner I would like the value improve because we have this beautiful town; there are many positive projects in it. It is not about turf versus grass it is about moving forward or not with the amendment. To make it clear, we are trying to decide to take it off the table or should it move forward. I would like to see the improvements move forward. Let's make them the best we can.

Corporation Counsel Ryan states procedurally we should know what we are voting on. On August 24, a \$36 million bond with grass and turf was approved. And at last week's special meeting of September 2, there was an amendment that reduced the price to \$33 million and made all fields grass and six additional fields. The Chair states an amendment was made on August 24 to make all the fields grass for \$37 million. Corporation Counsel states the September 2, the bond passed seven to five to reduce the cost and add fields and make them all grass. Tonight is to rescind what was done on September 2, that is to cancel the bond. Councilman Streeto asks what the effect of this vote would be if it passes or fails. Corporation Counsel states assuming the motion to rescind last week's passage of the \$33 million bond ordinance that would be on the November ballot for referendum; assuming rescinding passes that would cancel the bond approved last week. If the motion fails, then the amended bond ordinance passed last week would go forward on the November ballot. This is a vote to rescind what was passed last week.

Elizabeth Holder states the City spent \$75,000 on the study that led to this plan for improvements. It seems to me that \$75,000 is enough of the taxpayers' money. She would like the bond issue to go to the voters.

Wendy Shiel states her understanding is there is some benefit for her program. She discusses the rowing program and take advantage of the waterfront. It includes docks and improvements in the boathouse area. These are needed and are great steps to improvement the program.

Kimberly Mount states she understands turf fields are off the table, but this will have to be dealt with. She things the bond is being rushed. If you can't maintain the fields you have now, how can you maintain six more. The special meeting was Wednesday to have it on the ballot by Thursday.

Krishna Winston states she is in favor with going forward with the referendum and understands the feelings of the sports people. We had a vote to take us in another direction and we had a wakeup call about maintenance. Turf fields also need maintenance and it does cost. If we are going to do anything, it has to be done properly and they will last. A good reason to send to the voters is that interest rates are low and we don't borrow until the plans are done for the project. Turf fields need to be replaced. This should go to the voters. There is a lot in this bond to benefit all the people of Middletown and not just the sports people.

Izzy Greenberg speaks in favor of the Parks project going forward to the ballot; if you feel it needs to be modified then you should do that and have it come back, but our parks need the work. Along with the Library, our parks are the most democratic areas in our city. To let the possibility of park improvements die because of less than 5% of the population that play in different leagues would be a wasted opportunity. Parks are for everyone. Our taxpayer dollars should go to benefit all 50,000 of us. It should be up to the voters to decide.

Kate Miller states to reiterate that the commission voted not to have synthetic fields. Conservation Commission would support any referendum where that has been taken out.

Anna (uncertain) Coleman Road, states she thought it was a democratic vote last week and passed. She feels that this is throwing the baby with the bath water. The problem is we are debating one issue out of many that affect the City. Our City needs to continue to improve our image. She states let the City of Middletown vote; you had your chance.

Joseph Chibette states they need the fields. It is disappointing to play on fields with holes. He knows that turf is off the table and he is totaling fine. We should put the fields in. It is an intimidation factor when playing sports when the field is dirt.

Sandra Copel states she has been to all the meetings and it is interesting to be part of the democratic process. Her understanding is the original proposal with nine turf fields and that they didn't know where they were going and for the citizens to reject this proposal why would this proposal not as worthy as the original plan that we didn't know how it was going to work.

David Sandler supports the park and bonds issue going to referendum. The study says we should spend the money; most of the discussion is centered on the athletic fields and there are other issues in the bond important to me. It is the extension of the bike trail. Ball fields are important, but to scuttle the whole bond issue over synthetic turf is dumb. It seems that supporters of turf want to take their ball and go home; let the voters decide.

Joan Liska thanks the Mayor and Council who did listen to the issues on the synthetic turf. She states the people for the turf fields do not understand the costs. To the dollars and cents, she is torn which way to go on the reduced amount. Why do I feel this angst. It is a big bucket of money that I don't know how it is going to be split up. I don't see the studies you have been looking at and when you present it to the voters, will they have the same angst. I am looking at this in light of seeing the sewer piping asking for more money for those. That means the original planning was flawed and you are asking for more money and this selection. I would like to see more detail. The bond is a lot of money. Put it out there so the voter can see where the money is going and that it is over a ten year period.

Moses Harvill states he is in support of this bond. He drove around and looked at the parks and fields and I was smiling at the potential of how they can look and how they should look. Do not second guess. You have made the right decision to send it to the citizens. The longer it is delayed, the higher the cost. Let's move forward and do this for our children that has an immediate effect.

David Brown states he is for the referendum and against rescinding it. It is another bite of the apple. Let us vote. You are on solid ground procedurally and bond counsel has advised you wisely and well. He reads from the Charter about bonding. He states the Ct. Statute are silent about public hearings. The bottom line is whether you rescind what we already did. It is a good plan. Let us vote. Let it go forward and let the people vote.

Allison Johnson urges the Council to keep the referendum on the ballot and to urge you to issue a spreadsheet with as much detail as possible so the voter knows what they are voting on.

Stephen Devoto states you are talking about a lot of money for opens paces and every few years you approve dollars for the roads. Hold this bond to the same standard as you do the road bonds. You don't know three years from now what roads will be done or are designed. You do the specific planning when the money is expended.

John Hall states one of the things he thought of is that we are at a disadvantage and we don't know what the rationale is for rescinding. Once we hear you talk we will want to speak as well; maybe something could be published so we understand the concerns better and can address them.

Amy Vallincourt states she is for this referendum. She is for the bond with the artificial turf. I felt better about taking the language out about the turf; I wanted more data on maintenance. Now it is more fields, I am okay with that. I support this referendum. We need this. Parks are part of economic development. We need this. I am for the bond and she does not want to see this bond rescinded.

Jane Brawerman states she is opposed to rescinding the parks ordinance and for sending it to the voters of Middletown. You voted on this referendum twice and it should now go to the voters to determine whether it will pass or not. Let's move it forward. A lot of energy has been expended on this.

Bobby White states there was a lot of public sentiment expressed about inadequate playing fields. Please vote against rescinding the amended decision made last week. Pressure could be brought, once the bond issue is passed, to be sure the money is spent to bring inadequate playing fields up to par. It would be good to have the bond issue voted and a strong statement that we will see to the needs of organized sports. It should be possible to get this voted through.

Amris Williams states she would like the opportunity to vote on this bond in November. What is interesting is the opportunity for citizens like me to do things like bicycle.

The Chair states the plan for the Parks is on the Public Works Website.

**6. Public Hearing on Agenda Items Closes.**

The chair closes the public hearing at 8:34 p.m. He thanks everyone who spoke to the sports grants.

**7. Mayor requests Council Clerk to read appropriation and bond ordinance requests and the Certificate of Director of Finance.**

The Clerk reads the Appropriation and Bond Ordinance Notices:

NOTICE OF PUBLIC HEARING

Notice is hereby given that a regular meeting of the Common Council of the City of Middletown will be held in the Council Chamber of the Municipal Building on **TUESDAY, SEPTEMBER 8, 2015 at 7 p.m.** to consider and act upon the following:

- A. Emergency Management \$43,500, Account No. 1000-25500-55185, Contractual Services, General Fund.
- B. Police Department \$31,934, Account No. 1000-18000-51110-0182, Animal Control: Salaries & Wages FT PERM, General Fund.
- C. AN ORDINANCE APPROVING THE PUBLIC WORKS DEPARTMENT CAPITAL NON-RECURRING PLAN FOR FISCAL YEAR 2015-2016 AND APPROPRIATING \$727,000 FOR THE PURCHASE OF CERTAIN CAPITAL NON-RECURRING EQUIPMENT AND AUTHORIZING THE ISSUE OF \$727,000 BONDS OF THE CITY TO MEET SAID APPROPRIATION AND PENDING THE ISSUANCE THEREOF THE MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE

Any and all persons interested may appear and be heard.

ATTEST:  
MAYOR DANIEL T. DREW  
Mayor

MEMORANDUM

TO: His Honor, Mayor Daniel T. Drew and  
Members of the Common Council

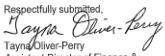

FROM: Finance Department

DATE: September 3, 2015

RE: Certification of Funds

This is to certify that funds sufficient to meet the appropriations requested at your meeting on September 8, 2015 are available as follows:

General Fund	\$75,434
Public Works Dept. Capital Non-Recurring Plan For Fiscal Year 2015-2016 Ordinance Bond Issue	\$727,000

Respectfully submitted,  
  
Tayna Oliver-Perry  
Assistant Director of Finance & Revenue Services  
  
9.3.15

**A. Emergency Management \$43,500, Account No. 1000-25500-55185, Contractual Services, General Fund.**  
**(Approved)**

Councilman Santangelo reads and moves for approval the appropriation request for Emergency Management. His motion is seconded by Councilman Streeto. There is no discussion. The Chair calls for the vote and it is unanimous to approve with twelve aye votes. The Chair states the matter passes unanimously.

**C. Police Department \$31,934, Account No. 1000-18000-51110-0182, Animal Control: Salaries & Wages FT PERM, General Fund.**  
**(Defeated)**

Councilman Santangelo reads and moves for approval the appropriation request for the Police Department for an Animal Control Officer. His motion is seconded by Councilman Streeto.

Councilman Serra is recognized and he asks that this be defeated per the recommendation of the Chief of Police William McKenna.

The Chair calls for the vote and there are no aye votes; he calls for the nays and it is one aye vote by Councilman Chisem and eleven nay votes by Council Members Serra, Bartolotta, Kasper, Santangelo, Faulkner, Daley, Streeto, Giuliano, Driska, Kleckowski, and Bauer. The Chair states the matter fails with Eleven votes in opposition and one in the affirmative.

**D. AN ORDINANCE APPROVING THE PUBLIC WORKS DEPARTMENT CAPITAL NON-RECURRING PLAN FOR FISCAL YEAR 2015-2016 AND APPROPRIATING \$727,000 FOR THE PURCHASE OF CERTAIN CAPITAL NON-RECURRING EQUIPMENT AND AUTHORIZING THE ISSUE OF \$727,000 BONDS OF THE CITY TO MEET SAID APPROPRIATION AND PENDING THE ISSUANCE THEREOF THE MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE**  
**(Approved)**

Section 1. The sum of \$727,000 is hereby appropriated for the purchase of the capital non-recurring equipment set forth below, including, without limitation, installation, training and support, equipment, consultants, testing, legal, administrative and financing costs as may be accomplished within said appropriation (hereafter the "Project"). Said appropriation shall be inclusive of all state and federal grants in aide thereof.

<u>PUBLIC WORKS</u>	
Two (2) Cars	\$ 50,000
Two (2) Trucks with Plow	410,000
Two (2) Pickup Trucks	80,000
Bulk Oil Dispensing System (City Yard)	66,000
Batting Cages (Parks)	11,000
Gang Mower (Parks)	100,000

Bonding/Legal Fees	10,000
<b>TOTAL</b>	<b>\$727,000</b>

Section 2. The expected useful life of the Project is in excess of ten (10) years. The total estimated cost of the Project is \$727,000, no portion of which is expected to be paid from sources other than the proposed bond issue.

Section 3. To meet said appropriation, \$727,000 bonds of the City, or so much thereof as may be necessary for said purpose, may be issued, maturing not later than the tenth (10<sup>th</sup>) year after their date, or such later date as may be allowed by law. The bonds may be issued in one or more series as shall be determined by the Mayor and the City Treasurer, and the amount of bonds of each series to be issued shall be fixed by the Mayor and the City Treasurer. The bonds shall be issued in an amount necessary to meet the City's share of Project costs determined after considering the estimated amounts of grants in aid of the Project and will provide funds sufficient with other funds available for such purpose to pay the principal of and the interest on all temporary borrowings in anticipation of the receipt of the proceeds of said bonds outstanding at the time of the issuance thereof, and to pay for the administrative, printing and legal costs of issuing the bonds. The bonds shall be in the denomination of \$1,000 or a whole multiple thereof, or, be combined with other bonds of the City and such combined issue shall be in the denomination per aggregate maturity of \$1,000 or a whole multiple thereof, be issued in bearer form or in fully registered form, be executed in the name and on behalf of the City by the manual or facsimile signatures of the Mayor and the City Treasurer, bear the City seal or a facsimile thereof, be certified by a bank or trust company designated by the Mayor and the City Treasurer, which bank or trust company may be designated the registrar and transfer agent, be payable at a bank or trust company designated by the Mayor and the City Treasurer, and be approved as to their legality by Bond Counsel. The bonds shall bear such rate or rates of interest (whether fixed or floating) as shall be determined by the Mayor and the City Treasurer. The bonds shall be general obligations of the City and each of the bonds shall recite that every requirement of law relating to its issue has been duly complied with, that such bond is within every debt and other limit prescribed by law, and that the full faith and credit of the City are pledged to the payment of the principal thereof and the interest thereon and paid from property taxation to the extent not paid from other funds available for the payment thereof. The aggregate principal amount of the bonds of each series, the annual installments of principal, maturity dates, prices, redemption provisions, if any, time of issue and sale, and other terms, details and particulars of such bonds, including the terms of any reserve that might be established as authorized herein, shall be determined by the Mayor and the City Treasurer in the best interests of the City and in accordance with the requirements of the General Statutes of Connecticut, as amended.

Section 4. Said bonds shall be sold by the Mayor and City Treasurer in a competitive offering or by negotiation, in their discretion. If sold at competitive offering, the bonds shall be at not less than par and accrued interest on the basis of the lowest net or true interest cost to the City, or comparable method. If the bonds are sold by negotiation, the purchase contract shall be approved by the Mayor and City Treasurer.

Section 5. The Mayor and the City Treasurer are authorized to make temporary borrowings in anticipation of the receipt of the proceeds of any series of said bonds. Notes evidencing such borrowings shall be signed by the manual or facsimile signatures of the Mayor and the City Treasurer, have the seal of the City or a facsimile thereof affixed, be payable at a bank or trust company designated by the Mayor and the City Treasurer, be certified by a bank or trust company designated by the Mayor and the City Treasurer pursuant to the General Statutes of Connecticut, as amended, and be approved as to their legality by Bond Counsel. They shall be issued with maturity dates which comply with the provisions of the General Statutes governing the issuance of such notes, as the same may be amended from time to time. The notes shall be general obligations of the City and each of the notes shall recite that every requirement of law relating to its issue has been duly complied with, that such note is within every debt and other limit prescribed by law, and that the full faith and credit of the City are pledged to the payment of the principal thereof and the interest thereon. The net interest cost on such notes, including renewals thereof, and the expense of preparing, issuing and marketing them, to the extent paid from the proceeds of such renewals or said bonds, shall be included as a cost of the Project. Upon the sale of said bonds the proceeds thereof, to the extent required, shall be applied forthwith to the payment of the principal of and the interest on any such temporary borrowings then outstanding or shall be deposited with a bank or trust company in trust for such purpose.

Section 6. In connection with the issuance of any bonds or notes authorized herein, the City may exercise any power delegated to municipalities pursuant to Section 7-370b, as may be approved and executed by the Mayor and the City Treasurer, including the authority to enter into agreements moderating interest rate fluctuation, provided any such agreement or exercise of authority shall be approved by the Common Council.

Section 7. With respect to the receipt of original issuance premium or bid premium upon the sale of the bonds or notes herein authorized, the Mayor and City Treasurer are authorized, but not required, to apply original issuance premium and bid premium, if applicable, to fund future debt service payments on such bonds or notes or to fund any purpose for which bonds of the City are authorized to be issued, and such application shall reduce the amount of authorized and unissued bonds of the purpose to which the premium was applied, in the amount so applied.

Section 8. In order to meet the capital cash flow expenditure needs of the City, the Director of Finance, with notice to and advice from the Mayor and the City Treasurer, is authorized to allocate and reallocate expenditures incurred for the Project to any bonds or notes of the City outstanding as of the date of such allocation, and the bonds or notes to which such expenditures have been allocated shall be deemed to have been issued for such purpose, including the bonds and notes and Project herein authorized.

Section 9. The issue of the bonds aforesaid and of all other bonds or notes of the City heretofore authorized but not yet issued, as of the effective date of this Ordinance, would not cause the indebtedness of the City to exceed any debt limit calculated in accordance with law as shown by the "Debt Statement" attached hereto.

Section 10. The Mayor is hereby authorized to spend a sum not to exceed the aforesaid appropriation for the purposes set forth herein, and the Mayor is specifically authorized to make, execute and deliver any contract or contracts, and any other documents necessary or convenient to complete the improvements authorized herein and the financing thereof.

Section 11. The Mayor, the City Treasurer, the Director of Finance and any other proper City official are each hereby authorized to apply for and accept any available State or Federal grant in aid of the financing of the Project, and to take all action necessary or proper in connection therewith.

Section 12. The City hereby expresses its official intent pursuant to 1.150-2 of the Federal Income Tax Regulations, Title 26 (the "Regulations"), to reimburse expenditures paid 60 days prior to and after the date of passage of this ordinance in the maximum amount and for the Project with the proceeds of bonds, notes, or other obligations authorized to be issued by the City. Such obligations shall be issued to reimburse such expenditures not later than 18 months after the later of the date of the expenditure or the substantial completion of the Project, or such later date as the Regulations may authorize. The City hereby certifies that the intention to reimburse as expressed herein is based upon its reasonable expectations as of this date. The Director of Finance or his designee is authorized to pay project expenses in accordance herewith pending the issuance of any such reimbursement obligations, and to amend this declaration.

Section 13. The Director of Finance is hereby authorized to exercise all powers conferred by Section 3-20e of the general statutes with respect to secondary market disclosure and to provide annual information and notices of material events as enumerated in Securities and Exchange Commission Exchange Act Rule 15c2-12, as amended, as may be necessary, appropriate or desirable to effect the sale of the bonds and notes authorized by this ordinance.

Section 14. This ordinance shall become effective fifteen days after its publication in a newspaper of general circulation in the City pursuant to Chapter III, Section 5 of the City Charter.

SEE ATTACHED DEBT LIMITATION SCHEDULE

DEBT STATEMENT  
June 30, 2015  
CITY OF MIDDLETOWN, CONNECTICUT

ANNUAL RECEIPTS FROM TAXATION AND REIMBURSEMENTS ("BASE")	
Fiscal Year Ended June 30, 2014	112,444,634
BORROWING CAPACITY FOR EACH CLASS	
2-1/4 times base for General Purposes	253,000,427
4-1/2 times base for Schools	506,000,853
3-3/4 times base for Sewers	421,667,378
3-1/4 times base for Urban	
Renewal	365,445,061
3 times base for Unfunded Past Benefit Obligations	337,333,902
MAXIMUM AGGREGATE BORROWING CAPACITY	787,112,438
7 times Base	
INDEBTEDNESS BONDS AND NOTES:	
GENERAL PURPOSES	58,252,645
SCHOOLS	13,186,380
SEWERS	5,697,700
URBAN RENEWAL	-
UNFUNDED PAST BENEFIT	
OBLIGATIONS	-
BONDS AND NOTES AUTHORIZED BUT UNISSUED:	
GENERAL PURPOSES	25,979,270
SCHOOLS	834,000
SEWERS	11,596,730
URBAN RENEWAL	-
UNFUNDED PAST BENEFIT	
OBLIGATIONS	-
CLEAN WATER FUND LOANS:	
SEWERS	5,153,750
SUB-TOTAL INDEBTEDNESS	120,700,475
LESS	
FEDERAL AND STATE OF CONNECTICUT BUILDING GRANTS, COMMITMENTS AND RECEIVABLES	
GENERAL PURPOSE	-
SCHOOLS	-
SEWERS	-
URBAN RENEWAL	-
TOTAL DEDUCTIONS	-
NET INDEBTEDNESS	120,700,475
TOTAL DEDUCTIONS	
BALANCE OF BORROWING CAPACITY FOR EACH CLASS:	
GENERAL PURPOSE	168,768,512
SCHOOLS	491,980,473
SEWERS	399,219,198
URBAN RENEWAL	365,445,061
UNFUNDED PAST BENEFIT	
OBLIGATIONS	337,333,902
BALANCE OF MAXIMUM AGGREGATE BORROWING CAPACITY AVAILABLE	
	666,411,963

Councilman Chisem moves reads the bond ordinance through section 1 and moves it for approval; Councilman Santangelo seconds the motion.

Motion to waive the Rules

Councilman Streeto moves to waive the rest of the reading of the bond and is seconded by Councilman Santangelo. The vote is called and it is unanimous with twelve aye votes to waive the reading of the bond ordinance.

Councilman Giuliano states that he will vote for this but reluctantly, but there is a need to be more responsible with bonding. He would rather do it as a plan and not on the credit card.

The Chair calls for the vote by roll call.

Councilwoman Bartolotta	Aye
Councilman Bauer	Aye
Councilman Chisem	Aye
Councilman Daley	Aye

Councilman Giuliano	Aye
Councilman Faulkner	Aye
Councilwoman Kasper	Aye
Councilwoman Kleckowski	Aye
Councilwoman Russo Driska	Aye
Councilman Santangelo	Aye
Councilman Serra	Aye
Councilman Streeto	Aye

The Chair states the matter passes unanimously with twelve affirmative votes.

## 8. Old Business:

- A. Approving rescinding the bond ordinance appropriating \$36,950,000 for the redesign, renovation, replacement, reconstruction and improvements of the athletic fields, Parks and Trails City-wide amended and approved on August 24, 2015 and as further amended and restated at the special meeting held on September 2 appropriating \$33,450,000 for the redesign, renovation, replacement reconstruction, construction, and improvements of the athletic fields, parks and trails City-wide and referring said bond ordinance to the Public Works and Facilities Commission.**

**(Approved)**

### **Resolution No. 95-15**

**File Name ccrescindbondordinanceandrefer**

**(Defeated)**

BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MIDDLETOWN: That the Bond Ordinance appropriating \$36,950,000 for the redesign, renovation, replacement reconstruction and improvements at athletic fields, Parks and Trails City-wide amended and approved on August 24, 2015 and as further amended and approved at a special meeting held on September 2 appropriating \$33,450,000 for the redesign, renovation, replacement, reconstruction, construction and improvements at athletic fields, parks and trails city-wide be rescinded and referred to the Public Works and Facilities Commission.

Councilman Serra reads and moves for approval agenda item 8A; his motion is seconded by Councilman Giuliano. Councilman Serra states he authored this because it needs to be reworked. This was done in a year and a half and it needs to be reworked and it needs a plan. It is not about us against them. He discusses the unhealthiness of synthetic fields and that the discussion was close-minded because it would not consider additional studies done by other states. It is a travesty. He has the report from the Department of Health in Connecticut and he reads from that. Where was our City Department of Health. They did not weigh in. We have synthetic fields, one at Middletown High school and these tests were done with crumb rubber and Councilman Daley made a motion with nontoxic infill. Yet there is no compromise. No one says to remove the fields that are currently in the area. Mr. Devoto says that Wesleyan has turf fields like we wouldn't take care of them. We want our children to be healthy. The grass at Yale will be synthetic and that eight of the ten Ivy League schools have synthetic fields, would they have them if they were bad. The projection was nine fields and for me, what do you deduce from Ivy League Schools having synthetic fields. The reports are with crumb rubber and we were not entertaining that. We should go back to the drawing board because it is the future of Middletown and a lot of people play sports and yes it covers others as well. The second point is the proper planning. An initial proposal was vetted over a year and one half and it has changed majorly in one week. We don't know how many grass fields there will be; the costs for the fields; what is the cost maintaining them and the proper equipment and training. People said they wanted planning; if this is delayed, we would do that planning and you would know. There is no cooperative agreement between the Board of Education and the City and that needs to be done. 428 million was for Milone and MacBroom; what was added to that. Bike Paths, Vets Park; there are no plans for this. Nine Million was added, but no plans. Public Works did not add it. For me, I would rather have plans to present the best bond to you and you would have the information you asked for. It is \$33 million. That is why I would like it rescinded. I don't know if there is a rush. What is another six or 8 months to get it done right. We listened to you and want to incorporate it and not in two weeks. We still have to plan for everything else in this plan.

Councilwoman Russo Driska states it is important to know that the Public Works and Facilities Commission over a year ago we needed a comprehensive park study and for 14 months we did our due diligence and we had a few workshops and it is clear we all want this. It has to be done. The problem is that I don't want it to become a Middletown High School. We waited 23 years to bring you a comprehensive park plan and what would waiting six months to get it right. If it is not clearly defined in the plan, it won't get done. If this is a ten year plan, make it a ten year plan. How much is going to each of the parks. I am not sure why everyone feels this is about turf versus grass. Let's do it right. Let's make sure that the \$33 million but I am not sure that is number is correct, is spent appropriately with the best options. Why are we rushing it like this. I am for rescinding it to send it back to Public Works and Facilities if it was going to be rethought and redone.



The chair states there is five minutes left on the dvd; we can have one more speaker or take a break and come back.

**Motion to Recess**

Councilman Serra moves for a five minute recess; his motion is seconded by Councilwoman Kleckowski. The vote is unanimous. The Chair declares the recess at 8:55 p.m.

**Meeting Reconvenes**

The Chair calls the meeting to order at 9:09 p.m.

Councilman Santangelo has the floor. He states one of the things that concern him, when he walked into the meeting, he wasn't sure where he was. He heard the plan is ready to go forward and not one word it is going to be moved, it would not go forward. Everything in the plan is all set, the dog park, pool, streets, the waterfront are in the plan and has not changed. We will put a building committee in place for the decisions to be made. The entire bond will not be done at one time; each project will be worked on and plan. He will vote to move it forward. The original plan had nine synthetic fields and the rest is grass. How to treat the grass is already there. What he is hoping for and to say if he comes back in ten years and say a job well done. The lesson that is being learned in the US is that we build and neglect them. If we had spent a million a year to take care of the fields, we would not be spending \$33 million tonight. When we talked about paths, they have to be wide enough for everyone. Nothing has changed in the plan. It should go forward and not support rescinding it.

Councilman Giuliano states he will be voting to rescind this bond ordinance tonight. Last week I compared it to putting humpty dumpty back together. Instead, they are making an omelet. The legal term is long rolling with overpromising and under delivering. I heard I should support this because of the good things in it. Along with five schools and ten parks and any city school and park is slated for redesign, reconstruction, construction. What does that mean and what will each project cost, when will it be done and for how much. As councilman Serra pointed out, those for school sites may be under the control of the Board of Education and maintenance is paid by the Board of Education. Has there been discussion. The discussion last week was for six fields and nothing in the ordinance requires that any of this be done. The promises are illusory and we all know it. At least the original ordinance, we knew what was included and had been vetted. We knew what we're being asked to adopt and it is not the same and it provides an aggregate the total bonding of \$33 million. The funding will be inadequate to fulfill this extensive list. Those who will be disappointed will be those without political clout. Our responsible course of action is to repeal it and send it back with the expectation that a plan will be done for the parks and fields and if agreed with the Board of Education, school grounds. They should be individual packages. Let the administration propose and Council approve the funding of maintaining the facilities we already have.

Councilman Faulkner states it is a tough one for me and leaning toward rescinding and why I am entertaining that. This project came to us with a lot of information. The turf is off for him. To group all the items into one bond is an issue. It has a lot of good things that need to be done with a lot of controversial things and it is all or nothing and it is not a good thing. We had a couple of merges with Parks and through the mergers, I am looking at things not being done, the quality of staff in positions and issues that have fallen by the wayside. I am not sure and he has not looked into the merger of Parks and Public Works and he is uncomfortable with it. We do street bonds, we go out every few years and we don't give you details and then we go pick and choose depending on what happens. We have been doing that for years and it works well; he is not sure it would work with Parks and trails and athletic fields and things like that. Tonight because he has seen faces he wanted engaged and like the fact that this will go through building committees we have an opportunity to control this operation. So long as we vote on the projects individually and get the right people on the building committees and hopes the minority community will get on the committees. He is hoping we use minority contractors and bring that to the table as well. I am hanging in the middle and is waiting to hear what his colleagues will say. The fact that it gets rescinded is that it moves to the spring. He is not sure the public has all the information on this.

**Motion to Call the Question**

Councilman Streeto states there is little that can be added and he is willing to call the question. Chair asks for a second. Councilwoman Kasper seconds the motion. It is four to eight against. The Motion fails.

Councilman Streeto states there is a 110 page plan on the City website and has been there for two months and it provides quite a bit of the detail and it has been amended twice and the first was artificial versus grass fields; it is not a complicated one. I would submit there is very little that can be said on the matter that has not been said in the last ten hours of public hearings. In terms of the other issue regarding the fields, I suggest that through the open space bond, they are popular with the citizens and most cases we don't pass them for specific sites but for generic amounts and pass it to other commissions. If we put out a road bond, we don't address new equipment or employees; it is an ongoing process and the road bonds are considerably less detailed than the current plan as amended. I think it is a necessary first step. I am in favor of moving it forward.

Councilwoman Kleckowski is a proponent of parks and athletics, but I agree with my colleagues. The additions were not vetted through the appropriate commissions. The report is an evaluation and recommendation; it doesn't say which fields should be done first. We need to focus on maintenance. I know the former superintendent asked for that and now people are saying it isn't being taken care of. We need to prioritize and I would like to see it done more piecemeal. The Vets pool to be ADA has not been done; the costs are not known.

Councilwoman Kasper states she feels the voters should make a decision on the bonding. I have concerns for the health and safety of the children. The study from Yale stated that it does contain cancer causing chemicals. If we rescind the bond, there is no guarantee that turf fields won't come back. She is protecting the health and safety of children and it is time for the voters to make that decision.

Councilman Daley states he is opposed to rescinding the bond ordinance. All the other elements that are included in the proposed bond, have not been affected. The Milone MacBroom is still the foundation of the bond ordinance. What has changed is the elimination of synthetic turf and the dollar amount has been reduced because grass fields cost less and the proposed addition of 4 to 6 fields to address the availability to meet demand. Those are things that have changed. Councilman Streeto states there are many bonds that are too specific like open space and road bond and the details of the high school. Who will control the sites selected, Councilwoman Bartolotta amended that it would be the Common Council to choose those sites subject to public input. Most important point for me is a big component of the study is refurbishment and renovation and that is related to Milone and MacBroom study. The lack of planning that is a red herring. Many other bonds have far less specificity. There is a table on page 21 that lists the facilities and how much and list the priority. Look at the reports. We need to let the voters decide. They have a right to weigh in. I am confident they will vote use. He urges his colleagues to vote no and not support rescinding this.

Councilwoman Bartolotta states the first meeting that this bond was heard, the only amendment and motion was made by me and Councilman Daley. There were no concerns to rescind until artificial turf was taken out. Now it is a concern and we are not looking at the full perspective of the bond. The year and half study talked about is still in play, just not with artificial turf. I made the amendment because there is no long term study on this. I have done my own homework and appreciate that you have as well. I am making this decision because it is the right thing to do. The director talked about \$75,000, needing ten employees; those numbers are \$750,000 a year and for the ten years we would have to replace synthetic fields, we would save \$2.5 million with grass fields. These fields are the way this bond is presented and will give the sports teams what they need along with everything else that others need. Vets pool is in the plan and it will be ADA compliant and it is in the plan. The Bond has been separated and it is the Mattabassett issue and the Parks issue. The original night of the meeting, no complaints were made except from the Board of Education. The project is on the website and look at it and call me. I will not support rescinding it.

Councilman Bauer states a lot of good points have been made. He heard that road bonds have been used as an example. I don't think the road bond is that good of an example. We don't add new roads in road bonds and there are details in it. It is understood and there are no surprises. This lack of detail, road bonds are a poor example. It is not a magic bond and the report that the arguments relied on is not in force because that report relied on synthetic turf fields and where they were placed has been ripped up. I don't see how that report is an adequate instruction that will happen with the current language. On the issue of going forward, he is in agreement. We can go forward. We need to learn maintenance lessons and how we handle some things. These are lessons we need to learn no matter what happens. It was always in the plan that it would be parsed out over quite a view years as many as ten. What is the emergency. We sliced up the plan that was presented two weeks ago and now we have a chance to regroup and figure out what we are going to do. I think we have lost sight of that there are a lot of issues that affect wellness and one thing I carried with me in every step of this process was the wellness of our community and we need a plan and we need to rescind this and converse about the maximum number of people using the facilities we have and making them available as possible. That is the wellness we should be concerned about. We have lost sight of that. I don't see how we are maximizing our resources for the community. Everyone who says just send it to the voter, I am an elected official and they expect leadership and I will exercise my leadership and say this is not ready to be voted on. I have respect for the voters. I hope that I can use my position to rescind to voice my opinion that this plan or lack of a plan is not ready for prime time and that is my reason to vote to rescind and do a better job before it comes to the voter.

Councilman Chisem states he sits on Public Works and they spent a lot of time on this with the consultants and they want to get the parks up and running for the community. The one issue was the turf. There are a lot of good thing sin here. It will take ten years to complete the plan. We would be foolish to think we would not have to add equipment and people. I will be voting to rescinding this.

Calls on corporation counsel to clarify the language on the resolution. Corporation Counsel states the council voted 7 to 5 to send the bond to the voters. Last week they had 42 speakers and tonight it was 27 and of the 27, 24 want this referendum to go to the voters in November. If

you vote yes, you are cancelling the bond referendum ordinance passed last week. If you vote no, it will send the bond to the voters as decided last week.

Councilman Faulkner confirm o the public, there would be building committees to evaluate each project as it come forward and each body will vote for this. Councilwoman B Bartolotta states yes. They will be in place. Chair states it is a requirement of the ordinance. The building committee would be appointed with the advice and consent. Councilman Giuliano states it would be one building committee; the Chair responds it requires one, but doesn't stop them from using more. One would be appointed and should be sufficient and would need confirmation of the Council. The Chair states aye is to rescind and nay to send to voters.

The Chair calls for the vote. It is five aye votes by Councilmembers Serra, Giuliano, Driska, Kleckowski, and Bauer; and seven nay votes by Council members Bartolotta, Faulkner, Chisem, Daley, Kasper, Santangelo, and Streeto. The Chair states the matter fails with five aye votes and seven in opposition.

**B. Approving rescinding the Resolution Providing for Referendum for the bond ordinance questions regarding the bond ordinance appropriating \$33,450,000 as amended and approved at the September 2 of the Common Council and not sending the Park Projects bond ordinance to the voters at the November 3, 2015 election.  
(Defeated)**

**Resolution No. 96-15**

**File Name ccrecindandamendreferendumresolution  
(Defeated)**

BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MIDDLETOWN: That the Resolution Providing for Referendum be rescinded for the bond ordinance question regarding the bond ordinance appropriating \$33,450,000 as amended and approved at the September 2, 2015 special meeting of the Common Council and not sending the Park Projects bond ordinance to the voters at the November 3, 2015 election.

**RESOLUTION PROVIDING FOR REFERENDUM**

**BE IT HEREBY RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MIDDLETOWN:**

That the ordinance entitled "AN ORDINANCE APPROPRIATING A SUPPLEMENTAL \$15,000,000 FOR THE PLANNING, DESIGN, ACQUISITION AND CONSTRUCTION FOR A PORTION OF THE FORCE MAIN AND INTER-MUNICIPAL PUMP STATION IN CONNECTION WITH THE MATTABASSETT REGIONALIZATION PROJECT AND AUTHORIZING THE ISSUE OF \$15,000,000 BONDS AND OBLIGATIONS OF THE CITY TO MEET SAID APPROPRIATION AND PENDING THE ISSUANCE THEREOF THE MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE", as adopted by this meeting of the Common Council, be submitted to a referendum vote of the electors of the City for approval or disapproval on November 3, 2015 between the hours of 6:00 A.M. and 8:00 P.M. and that the warning of said referendum state the question to be voted upon and the ballot label with respect thereto as follows:

Question 1:

"Shall the ordinance entitled 'AN ORDINANCE APPROPRIATING A SUPPLEMENTAL \$15,000,000 FOR THE PLANNING, DESIGN, ACQUISITION AND CONSTRUCTION FOR A PORTION OF THE FORCE MAIN AND INTER-MUNICIPAL PUMP STATION IN CONNECTION WITH THE MATTABASSETT REGIONALIZATION PROJECT AND AUTHORIZING THE ISSUE OF \$15,000,000 BONDS AND OBLIGATIONS OF THE CITY TO MEET SAID APPROPRIATION AND PENDING THE ISSUANCE THEREOF THE MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE', as adopted by the Common Council on August 24, 2015, be approved? YES NO"

The ballot label for said question shall read as follows:

"Shall the supplemental \$15,000,000 appropriation and bond and obligation authorization for the planning, design, acquisition and construction of a force main and inter-municipal pump station in connection with the Mattabasset Regionalization Project, pursuant to the ordinance adopted by the Common Council on August 24, 2015, be approved? YES NO"

The voting will be by paper/electronic ballot. Those desiring to vote for a question shall fill in the box in front of the question on the ballot at "YES". Those desiring to vote against a question shall fill in the box in front of the question on the ballot at "NO". Absentee ballots will be made available in accordance with the law.

The warning of said referendum shall also state that the full text of the aforesaid ordinances and questions are on file open to public inspection in the office of the City and Town Clerk, that the vote on the aforesaid bond ordinances are taken pursuant to Chapter IX, Section 2 of the City Charter and Chapters 90 and 152 of the Connecticut General Statutes, as amended, and that absentee ballots will be made available in accordance with the law.

The City and Town Clerk is hereby authorized and directed to prepare and print pursuant to section 9-369b of the Connecticut General Statutes (i) explanatory text for the foregoing questions and (ii) materials concerning such questions in addition to the explanatory text.

Councilman Serra reads and moves for approval agenda item 8B; his motion is seconded by Councilman Giuliano.

Councilman Streeto asks if this is a necessary vote; Corporation Counsel Ryan states that it is moot since the passage of 8A; I don't see any harm taking a vote, but it is unnecessary and it is on the agenda. If it passes it would be illegal because of what was just passed. A vote to rescind is to take it off the referendum. The Corporation Counsel states the vote is five aye votes and seven nay votes. The Chair states the matter fails and the referendum will be sent to the voters.

Councilman Faulkner thanks the maker of this resolution for giving the council to discuss this and put it before the public.

The Chair calls for the; it is five aye votes by Council Members Serra, Giuliano, Driska, Kleckowski, and Bauer and seven nay votes by Councilmembers Bartolotta, Chisem, Daley, Faulkner, Kasper, Santangelo and Streeto. The Chair states the matter fails with five in the affirmative and seven in opposition.

#### **Motion to Waive the Rules**

Councilman Serra moves to waive the rules to allow the Federal resolution to be moved forward; his motion is seconded by Councilman Chisem. The vote is called and it is unanimous to approve.

- D. Approving authorizing the Mayor to execute an agreement for the FedEx project to fix the building permit fee at \$500,000 for real improvements located at 980 Middle Street; the executed agreement shall commence after the issuance of the final Certificate of Occupancy and that shall be contingent upon the obligations contained in the agreement including the description of the project.**

#### **Resolution No. 100-15**

**File Name PCD\_FedEx\_EcDevBldgFeeCap**

**(Approved)**

**Whereas**, Encouraging new development projects has been a long-standing policy goal of the City; and

**Whereas**, FedEx Ground Package Systems, Inc. (hereinafter referred to as "FedEx") proposes to build an estimated 535,000 square foot distribution hub at 980 Middle Street (hereinafter referred to as the "Project"); and,

**Whereas**, FedEx will invest approximately \$60 million in building construction for the Project and approximately \$50 million in equipment; and,

**Whereas**, the FedEx has been prequalified by the Connecticut Department of Economic and Community Development for its Urban Jobs Program which will grant FedEx a 5-year, 80% abatement on of local property taxes on all qualifying real and personal property that is new to the Grand List of the City of Middletown as a direct result of the business expansion project; and,

**Whereas**, at the August 5, 2015 meeting of the Economic Development Committee (EDC), the Committee voted to recommend capping the building permit fee at \$500,000.

**NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MIDDLETOWN:** the Mayor shall be authorized to execute an agreement for the Project to fix the building fee at the sum of \$500,000 for real property improvements located at 980 Middle Street pursuant to Section 272-9(H) of the Middletown Code of Ordinances; and,

**BE IT FURTHER RESOLVED;** That an executed agreement shall commence after issuance of a final Certificate of Occupancy and shall be contingent upon the obligations contained within such agreement including the a description of the Project; and,

**BE IT FURTHER RESOLVED:** That the City's standard non-assignment clause provides that the approvals and benefits that we are conferring tonight shall inure to FedEx Ground Package Systems, Inc. not to any successors or assigns thereof without approval of the Common Council.

**FISCAL IMPACT:** A detailed cost benefit analysis is provided in a separate report for the Council. In summary, this project will add more than \$52.5 million in new taxable value to the grand list.

The costs are a combination of actual costs and opportunity costs. The actual costs to the City Budget are \$500,000. This amount is based on the lower building fee collected compared to the approximate building fee that would be collected for this project.

The opportunity costs include the capped building permit fees. These costs exist only as part of an incentive to attract a new development to Middletown and have a \$134 million construction project.

The direct benefits in revenue to the City of Middletown are detailed in the report provided. In summary:

- The City collects \$445,400 annually in taxes without this development. In year 1, the City collects \$750,091 in taxes and building permit fees.
- The City will recoup its investment in year 1, and has positive cash flow in year 1.

The indirect benefits include increased taxable personal property and approximately 525 employees visiting restaurants and businesses in Middletown.

Councilman Daley reads and moves for approval agenda item 11DI; his motion is seconded by Councilwoman Kleckowski.

Councilman Serra states Economic Development this is the second time he will be voting on one of these agreements and welcomes them to Middletown. Councilman Daley states this project will entail a state tax abatement and jobs program which provides for 80% for five years and 50% is reimbursed to the City by the State. I am exciting to have FedEx becoming a new member of our community and it will do great things for the tax base and the jobs it will create in the Middletown area. This is a great thing for the community and the cap on the permit fees will allow us to cover the cost to the city to provide the inspections and permitting for the City. Councilman Bauer is glad to see FedEx become part of the city and the tart note is the one thing we don't know is the difference in the analysis and the estimated building fee and it is a \$1.4 million difference. I am saddened voting in the affirmative and hope it covers our costs. I am voting out of ignorance on the one item. It will be a great partnership between the City and Fed Ex. The Chair states they have been extraordinary to work with and one of the finest corporation in the world. We competed with two other states to land them in Middletown. This company will make an enormous contribution to our community and have been responsive to our residents. We are excited to have them here.

The Chair calls for the vote and it is unanimous to approve with twelve aye votes. The Chair declares the matter passes unanimously with twelve affirmative votes.

**9. Department, Committee, Commission Reports and Grant Confirmation Approvals:  
(Approved – All items)**

Councilman Thomas J. Serra reads and moves for approval the Department, Committee, Commission Reports and Grant Confirmation Approvals, Agenda Items 9A, 9B, 9C, 9D, and 9E,. Councilwoman Kleckowski seconds the motion. The chair calls for the vote. It is unanimous to approve with twelve aye votes. The Chair states the matters pass unanimously.

**A. City Clerk's Certificate  
(Approved)**



City of Middletown  
City & Town Clerk's Office  
245 deKoven Drive  
Middletown, CT 06457

Certification

I, Linda Bettencourt, City and Town Clerk of the City of Middletown and custodian of the records and seal thereof, hereby certify that all ordinances and appropriations passed and adopted at the regular meeting of the Common Council on August 3, 2015 at 7:00 p.m. and the special meetings on August 3, 2015 at 6:00 p.m., and the August 24, 2015 at 7:00 p.m., have been advertised in the local newspaper.

Dated at Middletown, Connecticut, this 4<sup>th</sup> day of September, 2015.

Attest:

*Linda Bettencourt*

Linda Bettencourt  
City & Town Clerk



❖ Phone (860) 638-4910      ❖ Fax (860) 638-1910      ❖ TDD (860) 638-4812

B.      **Monthly Reports:**  
            **Finance Department - Transfer Report to August 27, 2015**  
**(Approved)**

QA

Transfers of Funds - Operating Budget Accounts					
From 7/30/15			To 8/27/15		
FY 2015-2016					
Date	Department	Budget Item	From Account No.	To Account No.	Amount
07/31/15	Library	Employee Assistance Program	1000-07000-55190		(5,000.00)
		Adult		1000-07000-53405	5,000.00
08/20/15	Human Relations	General Administrative	1000-11000-52110		(250.00)
		Mileage		1000-11000-52130	250.00
08/26/15	PW/Garage	Oil, Grease, Lubricants & Fluids	1000-22000-53220-0225		(3,000.00)
	PW/Vldg & Grnds	Contractual Services		1000-22000-55185-0229	3,000.00
08/26/15	Fire	Computer & Technology Upgrades	2040-50300-79669-x-x-2015		(815.04)
		Computer & Technology Upgrades		2040-50300-79669-x-x-2016	815.04
					0.00

C.      **Grant Confirmation and Approval - Board of Education, Various Grants**  
**(Approved)**

CITY OF MIDDLETOWN

MUNICIPAL BUILDING

MIDDLETOWN, CONNECTICUT 06457

REQUEST FOR COMMON COUNCIL CONFIRMATION AND APPROVAL

OF THE FOLLOWING GRANT

Grant Number: 231

Date of Request: 8/19/2015

Name of Grant: as listed below

Amount Requested: \$4,567,870.67

Code: 2450-33000-59405-X-03025

Grant Period: From: 7/1/2015 To: 6/30/2016

Rev Code 2450-33000-43480-X-X


Type of Grant:

Amount Loaned from General Fund: \$0.00

Department Administering Grant: Middletown Board of Education

When any department, commission, office or agency is the recipient of any federal, state or other grant allocated for specific purposes, these funds shall be immediately transferred to the specific unit which has made application for such grant. Confirmation and approval of such transfer shall be given at the next regularly scheduled sessions of the Common Council. Notwithstanding any other Charter provision, the action of the Common Council in confirming and approving such transfer shall be an appropriation; no public hearing thereon shall be required and said funds may then be expended for the purposes for which they were granted.

**Description of services to be provided by this Grant:**  
2703 - Middletown Teen Theater \$44,986.00; 2713 - Liberty Bank Foundation - Kinder. Kickstart \$10,000.00; 2388 - ECS Alliance Dist Funding Grant \$3,209,164.00; 2721 - SPED Medicaid \$22,117.47; 2724 - United Way - YSD \$336.96; 2727 - Youth Services Initiative \$177,473.00; 2730 - 3M Sterrm Project \$15,000.00; 2732 - Swaim Strings Pgm \$60.00; 2433 - NSLP Equipment \$10,691.00; 2550 - WVMS Security Grant \$131,530.73; 2551 - Macdonough Security Grant \$75,943.92; 2714 - CDBG Bathroom Accessibility \$20,000.00; 2762 - Camp Colter Wrestling Grant \$5,888.00; 2799 - Food Services \$149,442.45; 8001 - Retirees/COBRA Ins \$241,902.60; 8003 - Workers Comp \$32,679.56; 8004 Preschool Pgm Fees \$4,493.02; 8005 Summer School Receipts \$3,245.00; 8009 Maintenance/Rentals \$7,739.50; 8023 - Central Office Receipts \$1,819.69; 8033 ADED Receipts \$366,891.25; 8034 - ADED Enrichment \$10,000.00; 8035 - ADED Other Receipts \$2,070.00; 8093 - Fingerprinting Receipts \$265.60; 8095 - SPED Tuition \$3,731.02; 8098 Student Activities - MHS \$350.00; 9010 - Kelgwin Parent Fees \$50.00. Total Special Programs through 8/19/2015 \$4,567,870.67.

Signature: 

Requested by: Patricia Charles, ED.D.

Status:

Status Date:

D. Grant Confirmation and Approval – Mayor’s Office, School Readiness (Approved)

CITY OF MIDDLETOWN

MUNICIPAL BUILDING

MIDDLETOWN, CONNECTICUT 06457

REQUEST FOR COMMON COUNCIL CONFIRMATION AND APPROVAL

OF THE FOLLOWING GRANT

Grant Number: 230

Date of Request: 7/31/2015

Name of Grant: School Readiness Grant

Amount Requested: \$1,585.00

Code: 3730-33000-59200-X-03740-2016-X

Grant Period: From: 7/1/2015 To: 6/30/2015

Rev Code 3730-33000-43242-X-03740-2016-X


Type of Grant: State

Amount Loaned from General Fund: \$1,585.00

Department Administering Grant: Mayor's Office/Superintendent of Schools

When any department, commission, office or agency is the recipient of any federal, state or other grant allocated for specific purposes, these funds shall be immediately transferred to the specific unit which has made application for such grant. Confirmation and approval of such transfer shall be given at the next regularly scheduled sessions of the Common Council. Notwithstanding any other Charter provision, the action of the Common Council in confirming and approving such transfer shall be an appropriation; no public hearing thereon shall be required and said funds may then be expended for the purposes for which they were granted.

**Description of services to be provided by this Grant:**  
The Council adopted a grant confirmation in July 2015 for \$2,128,125, but the actual allocation to Middletown was \$2,128,700-an increase of \$575.

Signature: 


Requested by: Mayor Daniel T. Drew

Status:

Status Date: 8/17/15



E. Central Communications Radio Communication System Study Final Report



Management Consulting  
Program Management  
Systems Integration  
Facilities Planning  
Telecom Engineering  
Construction Management

Radio Communication System Study for the City of Middletown, CT  
July 27, 2015

1.0 INTRODUCTION

The City of Middletown currently employs VHF Hi-Band analog conventional radio communication systems for use by its Public Safety Agencies. There are differences in radio coverage between the three Police channels and there are differences in radio coverage between the three Fire districts and Emergency Management. A need for better radio coverage has been identified, especially in the Westlake area, along the southern portion of Interstate 91 near the rest area, and in several areas in the southeast part of the City where ground elevations are close to sea level.

2.0 DISCOVERY

2.1 POLICE DEPARTMENT


The Police Department's system utilizes four channels.

PD-1 has a main primary base station transmitter/receiver site located at CT Valley Hospital (Shew Hall) with a secondary low-power transmitter/receiver site located at the Pratt & Whitney facility which is only activated when needed in that area. PD-1 has a backup transmitter/receiver at 169 Cross Street. Several other locations around the City are equipped with receivers on PD-1's channel and all receivers are voted to provide the dispatch center with the clearest in-bound signals from mobile and portable radios.

PD-2 has a main primary base station transmitter/receiver site also located at CT Valley Hospital (Shew Hall) with a backup transmitter/receiver at the Cimarron Street Water Tank site. PD-2 also has several other locations around the City equipped with voting receivers. This is used for large-scale events and as a backup for PD-1.

Page 1 of 9

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PD-3 is a direct portable-to-portable channel with no fixed-end infrastructure in the City. This frequency is licensed to the Portland Police and granted to Middletown Police department by agreement.

PD-4 has a main base station transmitter/receiver located at CT Valley Hospital (Shew Hall) and supported with voting receivers at several locations around the City. This is used for the police SWAT and street crime units with limited access in the police radio system.

The map in Figure 1 shows the current estimated round-trip radio coverage to a portable radio on the street. The worst-case portable configuration was chosen with the radio in a swivel-mount at belt level and using a speaker-microphone to transmit. Typical values of VHF High-Band noise were added to both the station receivers and the portable receivers. Approximately 88% of the City has coverage under the current system configuration.

During the discovery phase, many calculations and design iterations were explored aimed at correcting the existing radio coverage problems. As various system design change options were examined it became clear some adjustments to the number and location of sites were required moving or adding transmitters in some locations, and employing simulcast/voting on police channels PD-1, PD-2, and PD-4. The map shown in Figure 2 represents estimated portable on-street radio coverage achievable utilizing the changes suggested above. Approximately 98% of the City would have coverage.

For the simulcast/voting configuration represented by the map in Figure 2, receivers were used at the following sites, those sites underlined also employed transmitters; Aerospace Technology, ALCAP, Chamberlain Road, Cimarron Tank, Cromwell, Cross Street, Haddam Cell Tower, I-91 Cell Tower, NRG, Portland School, and Pratt & Whitney. The ALCAP site is in progress at the time of this report and the Haddam cell and the I-91 cell would have to be new acquisitions.

Existing sites will require some modifications. Antennas at some sites must be raised to clear local clutter. Additional space may be required to house the additional equipment needed. Emergency backup power, HVAC, electrical power and site security must also be addressed.

2.2 FIRE DEPARTMENTS/EMERGENCY MANAGEMENT

The City of Middletown's Fire Departments are three separate entities. One Department is operated by the City of Middletown while the other two; South Fire District and Westfield Fire District are separate taxing districts. Staffing is 24/7 for the Middletown and South District Departments. Each department has its own radio channel.

The Middletown Fire Department has its base station transmitter/receiver located at 169 Cross Street.

Page 2 of 9

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The Westfield Fire Department has its base station transmitter/receiver located at the Cimarron Street Water Tank site.

The South District Fire Department has its base station transmitter/receiver located at CT Valley Hospital (Shew Hall)

The Emergency Management Agency has its base station located at 169 Cross Street.

Voting receivers for the three departments and Emergency Management are located at several locations around the City.

Radio coverage is roughly segregated into three district areas with each district's base station located at the most likely site to cover its district. The districts work together and fire apparatus from one district may often be working in other than its home district. Mobile and portable radios have all three district channels but at times an out-of-district unit may need to talk to units back in its home district. Therefore a need exists for each district's radio coverage to be City-wide. The Emergency Management Agency has City-wide responsibility.

2.3 MICROWAVE SYSTEM

Five of the remote sites are connected back to 169 Cross Street via microwave. Four sites are connected to Cross Street using telephone company leased lines. Privately owned microwave is often far more reliable than leased lines and it is expected that the microwave system will eventually be expanded to replace the leased lines. It has been reported that the microwave hop from Cimarron Tank to Portland School experiences service interruptions during extremely heavy rainstorms.

2.4 BASE STATION ANTENNA SYSTEMS

Utility Communications advised that the fixed site antenna systems, while currently operating satisfactorily, are between fifteen and twenty years old and are reaching the end of their serviceable life. Records showing manufacturer name and model number are not available for many of the base station antennas which required estimates of gain and directivity to be used in the coverage studies.

2.5 RECEIVE SITE PRESELECTORS

Sites that employ multiple receivers use a single receive antenna and a multicoupler amplifier system (MCA) to feed all the receivers at the site. None of the sites with MCAs have preselectors. Preselectors would reduce incoming signals from strong out of band transmitters that can overdrive the MCA or the receiver and possibly cause intermodulation interference.



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3.0 RECOMMENDATIONS

3.1 POLICE DEPARTMENT

To improve city-wide radio coverage and to eliminate coverage differences between the police channels several options are available. Three alternative system designs for the Police Department are discussed here.

3.1.1 POLICE DEPARTMENT ALTERNATIVES

3.1.1.1 A P25 Phase 2 TDMA (Time Division Multiple Access) trunked system would be a state-of-the-art solution for the City. New infrastructure would be required as well as new subscribers for the Police Department and any other participating City departments. System operating frequencies would be converted from the present VHF High-Band to UHF, 700 or 800 depending on availability of frequencies. With trunking systems, one channel is used exclusively as the control channel; no voice messages take place on this channel. Voice messages within a talk group take place on one of the other channels. There can be as many simultaneous talk group calls as there are channels, minus one for the control channel. With P25 Phase 2 TDMA each voice channel can handle two simultaneous talk group calls. For example, a 5-channel system uses one channel for control and each of the other 4 channels can carry two simultaneous talk group calls (a total of eight).

P25 Phase 2 systems provide interoperability between radios of different manufacturers as well as additional system security features. However due to the variety of frequency bands currently in use by the City's neighbors, interoperability between radio systems must depend on the use of common area-wide interoperability channels or console patching or both. Interop channels are provided for by the FCC in each of the frequency bands.

3.1.1.2 The existing Police, Fire, Public Works and Board of Education VHF channels could be combined to create a city-wide digital, trunked system with encryption on the Police system to support certain operations as needed. New infrastructure would be required as well as new subscribers (mobile and portable radios).

3.1.1.3 The present Police and Fire systems could continue using the existing VHF High-Band frequencies, retaining conventional (non-trunked) architecture but with the police system converted to digital operation to support encryption as required by certain police operations. New infrastructure would be required for Police and Fire. New subscribers would be required for Police.

Simulcast/voting would be employed for all three alternatives.



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Assuming frequencies could be secured and funds made available, the P25 Phase 2 TDMA system described in alternative one is the most modern design and would be the most beneficial for the City, not only today but for years into the future. Other City departments could join the system now or in the future as funding became available.

3.2 FIRE DEPARTMENTS/EMERGENCY MANAGEMENT

Several alternatives exist similar to those explained above for the Police Department, which will improve city-wide Fire Department/Emergency Management radio coverage and eliminate coverage differences between the three fire district channels.

3.2.1 If a P25 Phase 2 system is chosen for the Police Department, the three Fire Departments/Emergency Management could join the system; each one assigned their own talk group. All new fixed-end infrastructure equipment as well as subscribers would be required.

3.2.2 If a city-wide VHF trunked system is chosen for the Police Department, the Fire Departments/Emergency Management could become a part of that system. All new fixed-end infrastructure equipment as well as subscribers would be required.

3.2.3 The Fire systems/EM could continue using their existing VHF High-Band frequencies, retaining conventional (non-trunked) analog architecture. New infrastructure will be required but existing subscribers can be retained for Fire/EM.

Simulcast/voting would be employed for all three alternatives. In all cases, all three district fire channels and EM will be simulcast and voted across the City. This will provide each fire district and Emergency Management with the capability for their subscribers to talk directly with other subscribers of their own district from anywhere in the City, as well as the subscribers of the other two fire districts.

The map shown in Figure 2 represents estimated portable on-street radio coverage achievable utilizing the changes to the VHF systems. Approximately 98% of the City has coverage. Should one of the alternatives using a higher frequency band be employed, minor changes may be required to the base station/receiver implementation and coverage will still be approximately 98% of the City.

4.0 ADDITIONAL RECOMMENDATIONS

4.1 ANTENNA SYSTEMS

Utility Communications advised that the fixed site antenna systems, while currently operating satisfactorily, are between fifteen and twenty years old and are reaching the end of their serviceable life. Replacements should be made concurrent with the chosen system upgrade. If that is not practical a



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phased replacement could be accomplished, beginning with the sites that include transmitters and finishing with the receive-only sites.

4.2 MICROWAVE SYSTEM

It was reported that the microwave hop from Cimarron Tank to Portland School experiences service interruptions during extremely heavy rainstorms. Significant signal attenuation due to heavy rain is common in these frequency bands (18 GHz). The transmission engineering report for this path should be reviewed to make sure adequate fade margin is provided to allow for rain fades. All the paths should be reviewed to assure adequate margin for six nines reliability (see NOTES: section). Three paths in the current microwave configuration have two hops in tandem to reach Cross Street. Tandem paths are likely to increase with radio system modifications. Each hop should have six nines reliability to provide for at least five nines reliability for the tandem path.

The system should be studied to find ways to ultimately connect all remote sites via microwave and eliminate dependence on telephone company circuits.

4.3 PRESELECTORS

Sites that employ multiple receivers use a single receive antenna and a multicoupler amplifier system (MCA) to feed all the receivers at the site. None of the sites with MCAs have preselectors. Preselectors reduce incoming signals from strong out of band transmitters that can overdrive the MCA or the receiver and possibly cause intermodulation interference. It is recommended to add preselectors to the sites that have transmitters.

4.4 MISCELLANEOUS

It is suggested to explore statewide assets for Police, Fire and Emergency Management capabilities. Often in planning large statewide systems, allowances are made for municipalities or regions to participate in network systems.

5.0 NOTES

5.1 Discussion involving the use of UHF, or 800 band frequencies assumes frequencies are available and can be successfully licensed in the chosen band.

5.2 Adding transmitters at sites not currently licensed will require successful frequency coordination and approval of FCC license applications.



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5.3 Maps herein and any others provided under this contract are intended for planning purposes only and do not constitute guarantees of radio coverage.

5.4 Microwave reliability: it is common in the industry to require an end-to-end path reliability of 99.999%, commonly referred to as "five nines". When a path consists of more than one hop in cascade, or tandem, it is common to require 99.9999% reliability (six nines) for each hop so the resultant path will be at least five nines reliable.

5.5 Addition of new antennas/lines to towers may require a stress analysis.

5.6 Should the City decide to pursue Request For Proposals for any alternative to improve radio coverage, their concerns for specific in-building radio coverage locations should be addressed in the specifications.





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6.0 MAPS:

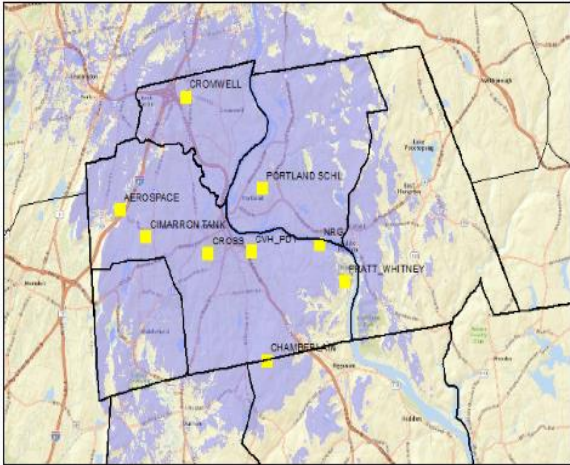


Figure 1: Current Portable Radio Round-Trip On-Street Coverage is Approximately 88% of the City



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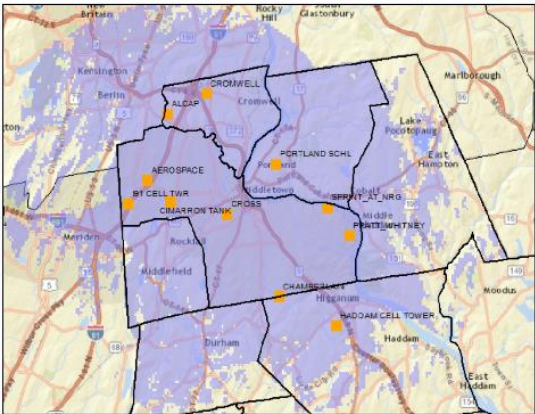


Figure 2: Proposed Portable Radio Round-Trip On-Street Coverage is Approximately 98% of City

Bill Porter  
COMMDEx

10. Payment of all City bills when properly approved.  
(Approved)

Councilman Thomas J. Serra reads and moves for approval Payment of all City bills when properly approved. Councilman Streeto seconds the motion. The chair calls for the vote. It is 11 aye votes by Councilman Thomas J. Serra, Councilwoman Mary A. Bartolotta, Councilwoman Hope P. Kasper, Councilman Robert P. Santangelo, Councilman Grady L. Faulkner, Jr.,

Councilman Carl R. Chisem, Councilman Gerald E. Daley, Councilman James Streeto, Councilman Sebastian N. Giuliano, Councilwoman Deborah A. Kleckowski, Councilwoman Sandra Russo Driska; 0 nay votes and 1 absent by Councilman David Bauer. The Chair states the matter carried with 11 affirmative votes and 1 in opposition.

11. Resolutions, Ordinances, etc.:

A. Approving the Water Department CNR for fiscal year 2015-2016 as presented in the back-up material to include transfers and line item creations.  
(Approved)

Resolution No. 97-15  
File Name

BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MIDDLETOWN: That the following transfers and line item creations as so attached be authorized for the Water Department Fiscal Year 15/16 Capital Non-Recurring Fund.

Fiscal Impact: No impact as per budgetary Plan

Approved by: WPCA at meeting held September 3, 2015

Funding Plan  
FY 15/16  
Water

Proposed CNR Expenses	\$1,002,500
FY 15/16 CNR Request	500,000
FY 15/16 Total CNR Depreciation	
Funded Request	500,000
FY 15/16 CNR Transer from Existing CNR Accounts	302,000
Total Funds	\$802,000
Total Net Impact on existing CNR Fund Balance	
	\$200,000

PROPOSED CNR  
FY 15/16  
WATER DEPARTMENT

PROJECT DESCRIPTION	COST	
Hydrants – Repair Replace & Improve	\$	50,000
Well Redevelopment		100,000
Distribution System – Repair, Replace, & Improve		120,000
Water Meter Automation	200,000	Use CNR Fund Balance
Water Treat/Pump Station		84,100
Dam Rehabilitation		50,000
Adjustments to Grid		25,000
Vehicle Replacement		19,900
Office Equipment		15,000
Laboratory Equipment		12,500
DOT/DPW Maintenance Equipment		11,000
Building Maintenance		10,000
Tokay Software		2,500
Total Request Approp to CNR		\$700,000
Total Request Approp to CNR from Depreciation		\$500,000

Councilwoman Kasper moves to approve the Water Department CNR for 2015-2016; her motion is seconded by Councilwoman Kleckowski. The Chair asks for discussion; hearing none, he calls for the vote. It is unanimous to approve with twelve aye votes. The Chair declares the matter approved unanimously with twelve affirmative votes.

B. Approving the transfer of \$200,000 from the Water Department Operating Fund Budget to the Water Department Capital Non-recurring Budget into the line items as presented with this resolution.  
(Approved)

Resolution No. 98-15  
File Name WSTransferofDeptOperatingFundBudgetTransfertoCnr

BE IT RESOLVED BY THE MIDDLETOWN COMMON COUNCIL OF THE CITY OF MIDDLETOWN THAT: The sum of \$200,000 be transferred from the Water Department Operating Fund Budget to the Water Department Capital Non-Recurring Budget.

Fiscal Impact: \$200,000. Financial Impact to rate payers is zero.

**C. Approving the amendments to the job description of Network Coordinator, UPSEU Local #6457 and approving the job title change to Network Administrator with no change to salary.**

(Approved)

Resolution No. 99-15

File Name Gccnetworkadministratorresolu; Gccnetworkadministrator

(Approved)

**BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MIDDLETOWN**, that the position of Network Coordinator, Maximus Salary Grade 15 (\$31.01 - \$45.91), UPSEU Local #6457 is hereby revised to Network Administrator with corresponding job description revisions and no change in salary, is hereby approved and shall become effective upon adoption.

Title: **Network Coordinator-Administrator**  
 Department: **Technical Services**  
 Date: **July, 2009**  
 Revised: **August 2015** Salary Grade: **15-MMPA, 40 hrs UPSEU**

#### Purpose of Position

The purpose of this position is to be responsible for maintaining the system operating framework including all electronic devices, operating systems, network functionality, security, email system support, and user training and support for all City departments, including Public Safety Systems. The position reports to the Director of Information Systems or his/her designee.

#### Essential Duties and Responsibilities

The following duties are normal for this position. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- Responsible for all network hardware and software installation and support.
- Monitors all activities of network facilities; executes testing and analysis of all elements of the network facilities including software, power, communications, lines and terminals.
- Ensures networks are secure and resolves issues with security breaches.
- Provides reports for network performance and utilization and troubleshoot problems with the networks; and coordinates the implementation and use of all Internet, Intranet and Extranet activities
- Responsible for the configuration and operation of all computerized systems; research on problems or errors within the networking system and subsystems and recommend solutions for recovery or repair.
- Maintains integrity of all network configuration and parameters and the backup and restoration operations of the same.
- Responsible for all network component maintenance; performance of diagnostics on a routine basis to identify deficiencies in the network.
- Recommends and makes improvements to configurations to achieve operating efficiencies.
- Troubleshoots server and client systems, hardware and software troubleshooting; Microsoft server administration.
- Supervises the use of the Microsoft Exchange email system. Including all security and business continuity issues. Setup user email policies, insure system backup, and maintain email database consistency.
- Sets up computers; installs basic and specialized software; refurbishes old computers. Helps set up and wire new system users. Upgrades hardware; adds new replace hard drives, more and memory, new processors, etc.
- Troubleshoots and resolves software and hardware problems; answers support questions via phone, and e-mail, and helpdesk support ticket system; coordinates services and support by vendors; maintains service company logs. Researches complex computer problems. Responds to emergencies.
- Instructs users in the use of hardware and software. Provides training manuals and classes to users; writes training manuals.
- Attends meetings as required; and may assist in the supervision of staff.
- ~~May assist in the supervising of staff.~~
- Will require occasional work outside of standard business hours.
- Electronically catalogs and maintains database of user ID's, passwords, workstation specifications and end user problems.
- Install and configure software applications and troubleshoot various corresponding hardware related issues including upgrade of equipment upgrades.
- Performs backup on servers and maintains network systems by troubleshooting problems.
- Performs other related functions as assigned or required.

#### Minimum Training and Experience Required to Perform Essential Job Functions

Bachelor's Degree in Computer Science, Telecommunications Engineering, Network Engineering, Electronic Engineering, Computer Engineering, or other closely related computer degree four (4) year degree is required; and a minimum of two (2) years experience in the installation and support of LAN and WAN technologies is required. ~~Certification in at least one technology discipline used by the City of Middletown (Microsoft, Cisco, Citrix, Internet security, A+, etc.) is required.~~ Position requires experience in the administration of an Microsoft Exchange email environment with more than 200 users as well as experience with various communications routers, switches, hubs, firewalls and related protocols, network design, deployment and troubleshooting. Experience with Microsoft Exchange is preferred. Thin Client or Server-Based experience using Citrix or Microsoft products required preferred. Position requires a valid Connecticut Driver's license. Candidate will be required to successfully pass a full background check by the City of Middletown.

#### Physical and Mental Abilities Required to Perform Essential Job Functions

##### Language Ability and Interpersonal Communication

- Requires the ability to perform mid level data analysis including the ability to coordinate, strategize, systematize and correlate, using discretion in determining time, place and/or sequence of operations within an organizational framework. Requires the ability to implement decisions based on such data, and oversee the execution of these decisions.
- Requires the ability to provide first line management. Ability to persuade, convince and train others. Ability to advise and provide interpretation regarding the application of policies, procedures and standards to specific situations.

- Requires the ability to utilize a wide variety of reference, descriptive, advisory and/or design data and information such as requests, technical publications and bulletins, plans, reports, documentation, agendas, policies, inventories, specifications, procedures and non-routine correspondence.
- Requires the ability to communicate orally and in writing with the Department Director, all City computer users, other department heads, public officials, consultants, vendors and colleagues.

#### **Mathematical Ability**

- Requires the ability to perform addition, subtraction, multiplication and division; calculate percentages and decimals; may require the ability to perform mathematical operations with fractions, algebra and descriptive statistics.

#### **Physical Requirements**

- Requires the ability to operate, calibrate, tune and synchronize, and perform complex rapid adjustment on equipment, machinery and tools such as a computer and other office machines, network servers and equipment, communications equipment, mainframe, computer systems, printers and peripherals, mechanical tools, diagnostic instruments, and/or related materials used in performing essential functions.
- Ability to coordinate eyes, hands, feet and limbs in performing skilled movements such as rapid keyboard use.
- Tasks involve the ability to exert light physical effort in sedentary to light work but which may involve some lifting, carrying, pushing and pulling of objects weighing up to sixty pounds.
- Requires the ability to recognize and identify similarities or differences between characteristics of colors, shapes and sounds associated with job-related objects, materials and tasks.

#### **Environmental Adaptability**

- Ability to work under safe and comfortable conditions where exposure to environmental factors is minimal and poses a very limited risk of injury.

The City of Middletown is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the City will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

- E. Approving an application to the State of Connecticut for a Local Capital Improvement Program grant in the amount of \$50,000 to be used to replace the roof at the Green Street Arts Center and approving creating a new Capital Improvement Line Item entitled Green Street Arts Center Roof Replacement in the amount of \$50,000.**

**(Approved)**

**Resolution No. 101-15**

**File Name pwgreenstreetartscenterroofreplace**

**BE IT RESOLVED BY THE COMMON COUNCIL, OF THE CITY OF MIDDLETOWN:**

That Mayor Daniel P. Drew be authorized to sign an application to the State of Connecticut for a grant from the Local Capital Improvement Program (LoCIP) for roof replacement at the Green Street Arts Center; and

BE IT FURTHER RESOLVED: That a new Capital Improvement Line Item, Green Street Arts Center Roof Replacement, in the amount of \$50,000 be approved.

- F. Approving standardizing of services with Powers Guaranteed Generators for the maintenance of generator systems throughout the City and monitoring will occur to determine the cost effectiveness, efficiency and productivity of this action.**

**(Amended and Approved)**

**Resolution No. 102-15**

**File Name**

**(Amended and Approved)**

Whereas, the Middletown Public Works Department has been using the services of Powers Guaranteed Generators for several years and wishes to standardize with this company for the maintenance of generator systems throughout the City; and

Whereas, the company currently understand the intricacies of the Municipal Building, City Yard, Parks Building, Emergency Management Building and Middletown High School due to their installation or service of generator equipment at these locations; and

Whereas, the department is extremely satisfied with the services and indicates that due to their knowledge and familiarity of the generator equipment in each building, savings are realized due to reduced time necessary to troubleshoot various problems, thereby saving the City money on hourly labor costs; and

Whereas, Powers Generator has matched State pricing for hourly rate work outside of the maintenance contract costs; and

Whereas, the Standardization Committee met on September 1, 2015, and approved to standardize with Powers Guaranteed Generators.

**NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MIDDLETOWN:** That the standardization of services with Powers Guaranteed Generators is hereby approved for the utilization by all City departments except for the Water and Sewer Department; and

**BE IT FURTHER RESOLVED:** That this action will be monitored to determine continued cost effectiveness, efficiency and productivity.  
(EXCEPT WATER AND SEWER DEPARTMENT)

- G. Approving the amendments to Chapter 78 Purchasing of the Middletown Code of Ordinances to update the ordinance and amend purchasing procedures and requirements.**  
**(Approved)**
- Ordinance No. 21-15**  
**File Name Ordinances – Chapter 78 aspassed GCC8 17 15**  
**(Approved)**

**BE IT ORDAINED BY THE COMMON COUNCIL OF THE CITY OF MIDDLETOWN:** That the below portions of Chapter 78 of the Middletown Code of Ordinances be amended as follows:  
§ 78-1 Definitions and rules of construction.

- A. Definitions. The following words and phrases when used in §§ 78-1 to 78-23 inclusive, shall have the following meanings:

- CITY  
The City of Middletown.
- COMPETITIVE BIDDING  
Means a contract that adheres to the requirements for a formal contract procedure under § 78-8.
- CONTRACTUAL SERVICES  
Includes all telephone, gas, water, electric light and power services; towel and cleaning service; leases for all grounds, buildings, office or other space required by the using agencies; and the rental, repair or maintenance of equipment, machinery and other City-owned personal property. The term shall not include professional and other contractual services which are in their nature unique and not subject to competition.
- COUNCIL  
The Common Council of the City.
- DIRECTOR  
The Director of Finance of the City.
- EMERGENCY  
Means a circumstance that may affect the health, safety, or welfare of the City or its citizens.
- MAYOR  
The Mayor of the City.
- PERSONAL PROPERTY  
Any movable or intangible thing that is subject to ownership and not classified as real property, which for purposes of this Chapter, is owned by the City.
- PROFESSIONAL SERVICES  
Means services requiring specialized knowledge or licensure, including, but not limited to, lawyers, doctors, dentists, psychologists, certified advanced practice nurses, veterinarians, architects, engineers, land surveyors, landscape architects, accountants, actuaries, and insurance consultants.
- RECYCLED PAPER  
Paper which meets or exceeds minimum recycled content as defined by the Northeast Recycling Council procurement guideline, as amended, or the EPA procurement guideline, as amended. The guideline which specifies the higher minimum postconsumer content shall control. If no minimum postconsumer standards have been established, the guideline with higher minimum percentage of recovered paper material shall control.
- SUPERVISOR OF PURCHASES  
The Supervisor of Purchasing for the City.
- SUPPLIES  
Includes all supplies, materials and equipment.
- USING AGENCY  
Any department, agency, commission, bureau or other unit of the City government using supplies or procuring contractual services as provided for in this chapter.

- B. Rules of construction. The following apply to §§ 78-1 to 78-23, inclusive:
- (1) When not inconsistent with the context, words used in the present tense include the future, words in the plural number include the singular number, and words in the singular number include the plural number.
- (2) The word "shall" is always mandatory and not merely directory.

\* \* \*

§ 78-3 Standardization and Specifications Committee.

A. Appointment. A committee of three individuals consisting of the Mayor, or his/her designee, as Chairperson; a director of a City department; and the Director of Finance, or his/her designee, to be known as the Standardization and Specifications Committee, shall be appointed by the Mayor and confirmed by the Common Council every two years. The director position on the Committee shall rotate among the various City departments at each reappointment of the Committee.



## B. Duties.

- (1) It shall be the duty of this Committee to review and approve, where appropriate, all requests for standardization of materials, supplies or equipment, sole source and proprietary items up to \$25,000. The Committee may take into account factors including, but not limited to, the following: fiscal analysis, governmental and operational efficiencies, adaptability, and standardization. The Committee shall keep minutes, which shall be publicly available.
- (2) The Committee shall review all requests for bid waivers prior to submission to the Common Council and shall make a recommendation to the Council concerning said request(s).

\* \* \*

## § 78-7 Competitive bidding required.

- A. Except as otherwise provided in this Chapter, all purchases of, and contracts for, supplies and contractual services, and all sales of personal property which has become obsolete and unusable shall, be based wherever possible on competitive bids and subject to the Formal Contract Procedure set forth in § 78-8.
- B. The provisions of this section shall not be applicable to any proprietary or one-source items, except that in the case of proprietary and one-source items, the Mayor shall countersign all purchase orders, nor will they apply to procurement based on professional services, which are set forth in § 78-10.
- C. The Director of Finance or Supervisor of Purchasing when designated shall have the discretionary authority, after consultation with the user agency, to utilize state, federal, and/or other governmental cooperative purchasing agreements in lieu of obtaining sealed competitive bids for commodities and/or equipment, if to do so is in the City's best interest. Local bidders meeting the requirements of § 78-8M shall be given the opportunity to match the contract price whenever possible prior to any contract award.

## § 78-8 Formal Contract Procedure.

Purchases shall be made in accordance with this Code of Ordinances, provided that if any purchase or contract for purchasing, including a continuing order or contract for the purchase of the same commodity or service over a period of four months, involves the expenditure of \$25,000, the Director of Finance or Supervisor of Purchasing when designated, unless it shall be determined by the Council to be against the best interest of the City, or unless the item is a proprietary or one-source item or may be purchased cooperatively as described in § 78-7B and C, based on the considerations listed below, shall invite sealed bids or proposals, giving 10 days' notice thereof by publication at least once in a newspaper having a circulation in the City, and shall let the purchase or contract to the lowest responsible bidder thereon or may reject any or all such bids or proposals. All such sealed bids or proposals shall be opened publicly. The reason for rejection shall be placed on file with the bids.

- A. In reaching a determination if a waiver of the bidding procedure is in the best interest of the City, the Council shall consider factors such as the urgency of the sale, purchase or contract; the type of purchase, sale or contract; the amount of money involved; the necessity of the purchase, sale or contract; the lack of an appearance of favoritism or impropriety; and other factors which the Council deems to be applicable to the situation. Any Director seeking a waiver shall be responsible to supply to the Mayor's office, in a timely manner, prior to the Common Council meeting at which the bid waiver request is to be heard, complete documentation to support the request to waive the bidding procedures, addressing all considerations the Director feels relevant, including but not limited to the factors previously stated above. Said documentation shall be included in the Common Council notice and agenda served on Council members prior to their regularly scheduled meeting. At the Common Council meeting, the Director shall be expected to address all of the foregoing considerations and be ready to answer any and all other questions related to the bid waiver request.
- B. Scope of notice. The newspaper notice required herein shall include a general description of the supplies or contractual services required and shall state where bid blanks and specifications may be secured and the time and place for opening bids.
- C. Bidders list. The Director of Finance or Supervisor of Purchasing when designated shall also solicit sealed bids from responsible prospective suppliers selected from a bidders list, which the Director or Supervisor of Purchasing when designated shall maintain, by sending them a copy of such newspaper notice or such other notice as will acquaint them with the proposed purchase or sale. In any case, invitations sent to the vendors on the bidders list shall be limited to commodities that are similar in character and ordinarily handled by the trade group to which the invitations are sent.
- D. Bulletin board. The Director of Finance or Supervisor of Purchasing when designated shall also advertise all pending purchases or sales by a notice posted on the public bulletin board in the Municipal Building.
- E. Bid deposits. When deemed necessary by the Director of Finance or Supervisor of Purchasing when designated, bid deposits shall be prescribed in the public notices inviting bids. Bid deposits may be provided by a bid bond, certified check or legal tender, bid bonds or certified checks to be made payable to the Treasurer of the City. Unsuccessful bidders shall be entitled to return of surety where the Director or Supervisor of Purchasing when designated has required bid deposits. Such return shall be made within 48 hours after rejection. A successful bidder shall forfeit any surety required by the Director or Supervisor of Purchasing when designated upon failure on his part to enter into a contract or submit a letter of intent within 10 days after the award.
- F. Bid opening procedure.
  - (1) Sealed. Bids shall be submitted sealed to the Director of Finance or Supervisor of Purchasing when designated and shall be identified as bids on the envelope.
  - (2) Openings. Bids shall be opened in public at the time and place stated in the public notice.
  - (3) Tabulation. A tabulation of all bids received shall be posted for public inspection.
- G. Rejection of bids; bidders in default to City.
  - (1) The Director of Finance or Supervisor of Purchasing when designated, with the approval of the Mayor, shall have the authority to reject all bids or parts of all bids for any one or more supplies or contractual services included in the proposed contract when the public interest will be served thereby.
  - (2) Bidders in default to City. The Director of Finance or Supervisor of Purchasing when designated shall not accept the bid of a contractor who is in default on the payment of taxes, licenses or other monies to the City.
- H. Award of contract.

- (1) Authority in Director. The Director of Finance or Supervisor of Purchasing when designated shall have the authority to award contracts within the purview of this chapter after approval of the form by the General Counsel.
- (2) Lowest responsible bidder. Contracts shall be awarded to the lowest responsible bidder. In determining "lowest responsible bidder," in addition to price, the Supervisor of Purchases shall consider:
  - (a) The ability, capacity and skill of the bidder to perform the contract or provide the services required in relation to the standards and specifications as required.
  - (b) Whether the bidder can perform the contract or provide the service promptly or within the time specified without delay or interference.
  - (c) The character, integrity, reputation, judgment, experience and efficiency of the bidder.
  - (d) The quality of performance of previous contracts or services.
  - (e) The previous and existing compliance by the bidder with laws and ordinances relating to the contract or services.
  - (f) The sufficiency of the financial resources and ability of the bidder to perform the contract or provide the service.
  - (g) The quality, availability and adaptability of the supplies or contractual services to the particular use required.
  - (h) The number and scope of conditions attached to the bid.
- I. Award to other than low bidder. When the award is not given to the lowest bidder, a full and complete statement of the reason for placing the order elsewhere shall be prepared by the Director of Finance or Supervisor of Purchasing when designated and filed with the other papers to the transaction.
- J. Tie bids.
  - (1) Local vendors. If all bids received are for the same total amount or unit price, quality and service being equal, the contract shall be awarded to a local bidder.
  - (2) Outside vendors. Where Subsection J(1) of this section is not in effect, the Director of Finance or Supervisor of Purchasing when designated shall award the contract to one of the tie bidders by drawing lots in public, after giving due notice by mail to the tied bidders.
- K. Performance bonds. The Director of Finance or Supervisor of Purchasing when designated shall have the authority to require a performance bond, a payment bond, and liability insurance coverage before entering a contract, in such amount as he shall find reasonably necessary to protect the best interest of the City. Such bond and insurance coverage, if required, must be provided by the contractor, at his own expense, to the City of Middletown and written by a company authorized to write business in the State of Connecticut and subject to the approval of the Director of Finance, the Mayor and the General Counsel. A log shall be maintained by the Director of Finance or Supervisor of Purchasing when designated of the agents writing each bond.
- L. Prohibition against subdivision of contracts. No contract or purchase shall be subdivided to avoid the requirements of this section.
- M. Bid preference for local vendors.
  - (1) Definitions. As used in this section, the following terms shall have the meanings indicated:

#### **CITY-BASED BUSINESS**

A business with a principal place of business located within the City of Middletown. A business shall not be considered a City-based business unless evidence satisfactory to the Director of Finance or Supervisor of Purchasing when designated has been submitted with each bid submitted by said business to establish that said business has a bona fide principal place of business in Middletown. Such evidence may include evidence of ownership of or a long-term lease of the real estate from which the principal place of business is operated or payment of property taxes on the personal property of the business to be used in performance of the bid.

#### **PROJECT**

All bids and all quotes solicited for purchases exempted from bidding pursuant to § 78-8, as amended, except requests for proposal and contracts for professional services pursuant to § 78-10, as amended.

- (2) On any project, the lowest responsible bidder shall be determined in the following order:
  - (a) City-based bidders.
    - [1] On projects the cost of which is \$1,000,000 total contract price or less, any City-based bidder which has submitted a bid not more than 10% higher than the low bid, provided such City-based bidder agrees to accept the award of the bid at the amount of the low bid. If more than one City-based bidder has submitted bids not more than 10% higher than the low bid and has agreed to accept the award of the bid at the amount of the low bid, the lowest responsible bidder shall be that one of such City-based bidders which submitted the lowest bid.
    - [2] On projects the cost of which is over \$1,000,000 but less than \$5,000,000 total contract price, any City-based bidder which has submitted a bid not more than 5% higher than the low bid, provided such City-based bidder agrees to accept the award of the bid at the amount of the low bid. If more than one City-based bidder has submitted bids not more than 5% higher than the low bid and has agreed to accept the award of the bid at the amount of the low bid, the lowest responsible bidder shall be that one of such City-based bidders which submitted the lowest bid.
    - [3] On projects the cost of which is over \$5,000,000 total contract price, any City-based bidder which has submitted a bid not more than 3% higher than the low bid, provided such City-based bidder agrees to accept the award of the bid at the amount of the low bid. If more than one City-based bidder has submitted bids not more than 3% higher than the low bid and has agreed to accept the award of the bid at the amount of the low bid, the lowest responsible bidder shall be that one of such City-based bidders which submitted the lowest bid.

- (b) The low bidder.

§ 78-9 Open Market Procedure.

All purchases of supplies and contractual services, and all sales of personal property which have become obsolete and unusable, of less than the estimated value of \$25,000 shall be made in the open market, without newspaper advertisement and without observing the procedure prescribed by § 78-8 for the award of formal contracts.

- A. Purchases costing up to \$2,000. A City-issued purchasing card or a purchase order may be used to obtain these supplies or general services. Procedures adopted for the use of purchasing cards must be followed. Consideration should be given to vendors with existing contracts, state contracts, cooperative agreements and approved vendors when making such purchases. Capital nonrecurring (CNR) items may be obtained with a purchasing card only with the prior approval of the Director of Finance.
- B. Purchases costing over \$2,000 and less than \$25,000.
  - (1) Minimum number of price quotations. Purchases of these supplies or general services must be based on at least three price quotations, documented on a Summary Quotation Form approved by the Director of Finance or his/her designee, that includes the same information from all vendors and shall be awarded to the lowest responsible vendor in accordance with the standards set forth in § 78-8H(2).
  - (2) Price quotations. The using department, under the direction of the Director of Finance or his/her designee, shall solicit price quotations by direct mail request to prospective vendors, by telephone, by the City's website, or by public notice posted on the bulletin board of the Municipal Building.
  - (3) Award. The three price quotations shall be forwarded to the Director of Finance or his/her designee with the requisition for the supplies and the Purchasing Department will determine the lowest responsible vendor. After review, the Director of Finance or his/her designee shall approve the purchase order if appropriate to do so following submission of all quotations to the initiating department for review. Following selection of a vendor, the initiating department follows the City's normal contracting procedures. If three quotation forms are not attached to the requisition, the Director of Finance or his/her designee may recommend additional vendors from which to solicit quotes.

These Open Market Procedures do not apply where a more specific procedure is in place, including Contracts for Professional Services under § 78-10, Emergency Purchases under § 78-14, and Cooperative Purchases under § 78-18.

§ 78-10 Contracts for professional services.

- A. All contracts for professional services shall be on a negotiated basis for a period not exceeding three years and will include a scope of services, with three quotations, estimates, or proposals wherever possible to be procured before entering into a contract. Such contracts are subject to approval by the Director of Finance, the Director of the department requesting professional services and the Mayor, being the parties representing the City, hereinafter referred to as the "Professional Services Committee." The Council may authorize an exception to these requirements.
- B. Contracts for professional services in an amount of less than \$2,000 are exempt from the requirement of Professional Services Committee approval.
- C. At each regular Finance and Government Operations Commission meeting, the Director of Finance shall report a summary of the contracts for professional services executed in a format approved by that Commission.

\* \* \*

§ 78-14 Emergency purchases.

- A. By Supervisor.
  - (1) In case of an apparent emergency which requires immediate purchase of supplies or contractual services, the Director of Finance or Mayor shall be empowered to authorize the Supervisor of Purchases to secure, by open-market procedure as herein set forth, at the lowest obtainable price, any supplies or contractual services regardless of the amount of the expenditure.
  - (2) Recorded explanation. A full report of the circumstances of an emergency purchase shall be filed by the Supervisor of Purchases with the Director of Finance and Mayor for forwarding to the Council to be entered in the Council minutes and shall be open to public inspection.
- B. By head of Department.
  - (1) In case of actual emergency, the head of any using agency may purchase directly any supplies or contractual services whose immediate procurement is essential to prevent delays in the work of the using agency.
  - (2) Recorded explanation. The head of such using agency shall send to the Supervisor of Purchases a requisition and a copy of the delivery record, together with a full written report of the circumstances of the emergency. The report shall be filed with the Director of Finance, Mayor and Council as provided in Subsection A(2) above.
- C. Emergency procedure. The Supervisor of Purchases shall prescribe by rules and regulations the procedure under which emergency purchases by heads of using agencies may be made.

\* \* \*

§ 78-18 Cooperative Purchasing.

- A. The Supervisor of Purchases, after consultation with the Director of Finance, shall have the authority, in accordance with the procedure outlined herein, to join with other units of government in cooperative purchasing plans and participation with other utilities on an equitable basis in large bulk purchasing, when the best interests of the City would be served thereby.
- B. The City, as a matter of policy, makes purchases cooperatively with other governmental agencies whenever it is to the mutual benefit of both cooperating agencies.
- C. Whenever the City participates in a cooperative bid, the record shall include the following elements of a conventional bid:
  - (1) A registered certified vendor.
  - (2) A City file number and file.
  - (3) A copy of the specification, bid document, and contract award.

- D. The City shall issue a notice of award, which is similar in content to that sent to a vendor on a conventional advertised bid, stating the City's desire to enter into an agreement at contract-awarded prices. The vendor must acknowledge its acceptance in writing prior to the City issuing a purchase order.
- E. A purchase order signed by the Supervisor of Purchases must be encumbered prior to any purchase and must include both the state and City's contract number.
- F. Restrictions in the use of these cooperative bids shall be as follows:
  - (1) There must be agreement by both parties to the same terms.
  - (2) The prices, terms and conditions must be the same as actually bid. The City shall not participate in any cooperative purchasing contract where separate pricing and/or terms are quoted for municipalities until it has been determined that the municipal prices offered are, in fact, the lowest responsible bid.
- G. Exception. The Purchasing Supervisor shall grant an exception to the restrictions set out in Subsection F in the following situation only: whenever a City department desires to make a purchase utilizing a cooperative purchasing contract and desires to add options or accessories to the base bid, so long as the bid threshold of \$25,000 is not exceeded. This exception is intended for features that are offered as additional equipment options such as seats, lights, liners, etc., that can be purchased "after market" and that do not materially affect the overall size, performance or specification of the unit currently under the cooperative purchasing contract. For purposes of determining compliance with the bid threshold limit, the amount will be the value of the additional equipment itself and not the value of the original item being purchased plus the additional equipment.

**H. Approving amending Section 214-45 Recreation activity and rental fees; eligibility of the Middletown Code of Ordinances to include rental of the Senior and Community Center.**

**(Approved)**

**Ordinance No. 22-15**

**File Name sec214-45passedGCC8 17 15**

**(Approved)**

**BE IT ORDAINED BY THE COMMON COUNCIL OF THE CITY OF MIDDLETOWN:** That Section 214-45 of the Middletown Code of Ordinances, including its title, be amended as follows:

**Chapter 214: Parks, Facilities and Recreational Areas**

**Article IV: Recreation Fees**

**§ 214-45. Recreation activity and rental fees; eligibility.**

- A. Activity Fees.
  - 1. All activity fees subsidized by the General Fund will be set, reviewed, and adjusted as needed by the Common Council via resolution.
  - 2. All other activity fees, not subsidized by the General Fund, shall be set by the Director of Recreation and Community Services.
  - 3. Some recreational fees may be waived for senior citizens 60 years and older who are Middletown residents or nonresident Middletown taxpayers..

**B. Rental Fees.**

There shall be rental fees for non-City of Middletown sponsored events held at the Senior and Community Center to offset the costs associated with operating and maintaining the Center. Non-profit organizations based in Middletown will not be charged an hourly room rate to rent the space Monday through Friday from 8:30 a.m. to 9:00 p.m. Non-profit organizations based in Middletown will be required to pay a fee if the event requires use of the kitchen or the hiring of extra custodial staff. Said fees, which may include a deposit, will be set, reviewed, and adjusted by the Common Council.

- C. Activity and Rental Eligibility.
  - (1) Unless otherwise indicated, recreation programs are only for persons who reside in the City of Middletown, or are nonresident taxpayers of the City of Middletown. Participation shall be in accordance with the rules and regulations set forth by the Recreation and Community Services Department. Proof of residency shall be a valid driver's license or Motor Vehicle Department photo ID or current tax bill.
  - (2) The term "non-profit organization" is hereby defined for the purposes of this section to mean an organization registered with the State of Connecticut Department of Consumer Protection Charities Unit.
  - (3) The term "nonresident taxpayer" is hereby defined for the purposes of this section to mean an individual owning real estate in the City of Middletown who receives a real estate tax bill and whose tax billings are not in arrears.
  - (4) Nonresident taxpayers, their spouses and children are eligible for all programs, however, the City will not transport nonresident participants to programs. Proof of nonresident taxpayer status shall be a current tax receipt.
  - (5) Those persons not registering and paying the appropriate fee will not be allowed to participate in these programs.

- (6) At the discretion of the Recreation and Community Services Department, programs may be offered to nonresidents. The fee structure for programs offered to nonresidents may differ from the fee structure offered to residents or nonresident taxpayers of the City of Middletown.
- D. Activity program fee waivers for City of Middletown residents only.
- (1) Fees for City-funded Youth Day Camps shall be waived by the Recreation and Community Services Department for underprivileged children. "Underprivileged children" are defined as children whose families are receiving cash assistance from the State of Connecticut Temporary Assistance to Needy Families program. Parents or guardians must provide a copy of their declaration sheet.
- (2) Parents or guardians may apply to the State of Connecticut "Care 4 Kids" program and/or any State program for child care assistance funding that will work in communication with the Recreation and Community Services Department. The Recreation and Community Services Department will work with the State to collect these funds from the State for those that qualify.
- E. The Recreation and Community Services Commission will determine whether any existing or new programs sponsored by the Recreation and Community Services Department will be part of the annual recreation activity fee or subject to an individual fee.

Councilwoman Bartolotta moves to approve amending Section 214-45 of the Code of Ordinances; her motion is seconded by Councilwoman Kleckowski.

The Chair calls for the vote and it is unanimous to approve with twelve aye votes. The Chair declares the matter approved with twelve affirmative votes.

**I. Approving adding a new Article V. Municipal Budget Impact Statement for Land Use Applications to Chapter 223 of the Middletown Code of Ordinances.  
(Referred to Finance and Government Operations)**

**Ordinance No. 23-15**

**File Name**

**(Referred to Finance and Government Operations Com.)**

BE IT ORDAINED BY THE COMMON COUNCIL OF THE CITY OF MIDDLETOWN:

That Chapter 223. COMMON COUNCIL of the Middletown Code of Ordinances be and hereby is amended by adding a new Article V, Municipal Budget Impact Statement for Land Use Applications and by adding a new section, § 223-25, Middletown Public Education Budget Impact Statement, to read as follows:

§223-25. Middletown Public Education Budget Impact Statement.

A. For any Land Use Applications that contains Five or more Sleeping Quarters, the Director of Planning, Conservation, and Development Department shall prepare an Impact Statement on the City of Middletown's Public Education Budget projecting the yearly increase from such completed Land Use Applications as presented.

B. The Impact Statement shall be presented as correspondence to the Middletown Planning and Zoning Commission and the Middletown Board of Education with a deadline requirement as proscribed by the Planning and Zoning Commission.

**12. Mayor's Appointments.**

No appointments

**13. Contingency Fund Transfers (None)**

**14. Meeting adjourned.**

Councilman Serra moves to adjourn the meeting; Councilman Streeto seconds the motion. The Chair calls for the vote and it is unanimous to adjourn the meeting. The Chair declares the meeting adjourned at 10:16 p.m.

ATTEST:

MARIE O. NORWOOD  
COMMON COUNCIL CLERK